

## CONSERVATION, EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE AGENDA

DATE: Wednesday, June 1, 2022  
TIME: 9:00 a.m.  
LOCATION: Wood County Courthouse – Room 114

1. Call meeting to order
  2. Declaration of Quorum
  3. Public Comments (*brief comments/statement regarding committee business*)
  4. Review Correspondence.
  5. Consent Agenda.
    - a. Approve minutes of previous meeting
    - b. Approve bills
    - c. Receive staff activity reports
  6. Review items, if any, pulled from Consent Agenda.
  7. Risk and Injury Report
  8. Initial Discussion of ARPA Spending Priorities
  9. Land & Water Conservation Department
    - a. Update on Conservation Engineering Technician position.
    - b. RC&D dues
    - c. Committee Reports
      - i. Citizens Groundwater Group meeting.
      - ii. Health Committee report.
      - iii. Central Sands Groundwater County Collaborative (CSGWCC) committee report.
      - iv. Golden Sands RC&D report.
  10. Private Sewage
  11. Land Records
  12. County Surveyor
  13. Planning
    - a. Request to approve a zoning map amendment/rezone - Town of Saratoga
    - b. Request to approve a zoning map amendment/rezone - Town of Sigel
  14. Economic Development
    - a. North Central Wisconsin Regional Plan Commission update.
    - b. Broadband grant and speed test update.
    - c. Discuss 2023 Economic Development Grants
  15. Extension
    - a. General Office Update
    - b. Extension 101
    - c. Community Development Educator Update
    - d. County Board Presentation – June
    - e. Continuation/Status/Responsibilities of the Renewable & Sustainable Committee
  16. Requests for per diem for meeting attendants
  17. Schedule next regular committee meeting
  18. Agenda items for next meeting
  19. Schedule any additional meetings if necessary
  20. Adjourn
- 

### **Join by phone**

+1-408-418-9388 United States Toll  
Meeting number (access code): 2490 101 2801

### **Join by WebEx App or Web**

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m79f781193c96660d140229d52374d337>  
Meeting number (access code): 2490 101 2801  
Meeting password: 06012022

MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
 WEDNESDAY, MAY 4, 2022  
 WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS WI

Members Present: Bill Leichtnam, Tom Buttke, Jake Hahn, Dave LaFontaine, Laura Valenstein, Carmen Good

Staff Present:

Planning & Zoning Staff: Jason Grueneberg, Karoline Whitman, Adam DeKleyn, Paul Bernard  
 Land & Water Conservation Staff: Shane Wucherpfennig, Lori Ruess  
 UW Extension Staff: Jason Hausler

Others Present: Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning, Dist. #16 Supervisor Lance Pliml, Ed Newton, Finance Director (WebEx), Ben Jeffrey, Environmental Health Supervisor, (WebEx), Mitchel Olson, Bug Tussel General Counsel (WebEx).

1. **Call to Order.** Chairperson Leichtnam called the CEED meeting to order at 9:00 am.
2. **Declaration of Quorum.** Chair Leichtnam declared a quorum.
3. **Chair's Remarks.** Chair Leichtnam added this item to the agenda because there are two new members on CEED and he would like each member to give a short biography, and why they were interested in serving on the CEED Committee. This item may not be on all future agendas.

Bill Leichtnam – Born on a farm 4 miles from Abbotsford. School Teacher in Nekoosa. Former student asked him to run for County Board. Bill is an environmentalist.

Dave LaFontaine – Retired Professional Civil Engineer. 30-year career with the Military. Interested in sewer, water, and conservation.

Laura Valenstein – Works in genetic sequencing. Served in the Military for 16 years. Was appointed to CEED.

Carmen Good - Retired dairy farmer. Serves on the FSA Committee. FSA representative for CEED.

Tom Buttke – Newly elected to County Board. Served on Wood County Board years ago. Retired Marshfield Alderperson. Appointed to CEED and feels he will fit in well.

Jake Hahn – Owner of Hahn's Transportation (school bus). Interested in Economic Development.

Chair Leichtnam added it is his goal is to shorten the length of the monthly CEED meetings, if possible. He talked to members of the Committee and appointed supervisors to work as liaison for each department that reports to CEED. Bill Leichtnam – Land Conservation, Jake Hahn – Extension, Dave LaFontaine – Planning & Zoning.

4. **Public Comment.** Bill Clendenning commented there is an agenda item on the May 6th Judicial & Legislative Committee agenda to terminate the Renewable & Sustainable Committee. He does not want that Committee terminated and would like to see it report to CEED through UWEX.
5. **Review Correspondence.** None
6. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the April 6, 2022 and April 25, 2022 CEED meetings, 2) bills from Planning & Zoning, Land & Water Conservation and UW Extension and 3) staff activity reports from Laura Huber, Matt Lippert, Allison

Jonjak, Hannah Wendels, Janell Wehr, Jackie Carattini, Rachael Whitehair, Shane Wucherpennig, Caleb Armstrong, Emily Salvinski, Lori Ruess, Rodney Mayer, Jason Grueneberg, Adam DeKleyn, Paul Bernard, Jeff Brewbaker, Scott Custer, Victoria Wilson.

- A. Minutes of April 6, 2022. No additions or corrections needed.  
Minutes of April 25, 2021. No additions or corrections needed.
- B. Department Bills. No additions or corrections needed.
- C. Staff Activity Reports. No additions or corrections needed.

*Motion by Dave LaFontaine to approve and accept the April 6, 2022 and April 25, 2022 CEED minutes, bills from Planning & Zoning, Land & Water Conservation and UW Extension, and staff activity reports as presented. Second by Jake Hahn. Motion carried unanimously.*

- 7. **Review items, if any, pulled from Consent Agenda.** None.
- 8. **Risk and Injury Report.** None.
- 9. **Land & Water Conservation Department.**

Shane handed out the LCC Guidance sheet and LWCD Acronym list.

- A. Update on Conservation Engineering Technician Position. Shane Wucherpennig shared the Conservation Engineering Technician position was originally posted in February. Due to the lack of qualified applicants, the application deadline date was extended. Currently received approximately 10 applications and interviewed one candidate in person and one virtual. Will hold second interviews. Could be the end of the month before the position is filled.
- B. Letter of Support for the CSGCC Proposed USGS Grant for a Groundwater Model. Shane Wucherpennig and Bill Leichtnam gave a brief background on the Central Sands Groundwater County Collaborative (CSGCC) for the new members on CEED. The CSGCC was formed four years ago. Nine counties in the Central Sands region formed the collative. Currently six counties are active – Juneau, Adams, Wood, Waushara, Portage and Marathon. Hired Dr. Carla Romano, Research Associate at Wisconsin Geological & Natural History Survey, to compile data on nitrates and neonicotinoids contamination in groundwater. The GAP Analysis was so successful that they are looking at applying for another grant. The CSGCC meets monthly, but there is some talk about going to quarterly meeting.

Chair Leichtnam signed the letter supporting the proposed USGS grant for a groundwater model, adding he is committing Wood County to meetings and educating County staff.

- C. Discuss AGC MOU. Shane Wucherpennig shared the Armenia Growers Coalition (AGC) was formed by three large-scale farms in the northern Juneau County area to provide free well testing and reverse osmosis systems to people who have elevated levels of nitrates in their wells in the towns of Armenia and Port Edwards. A Memorandum of Understanding (MOU) between Wisconsin DNR, Juneau County, Wood County and the AGC is in place through the end of 2022. The counties and DNR have some concerns, as the AGC has not lived up to the MOU. Working with Corporation Counsel on a letter asking for a renegotiated MOU with enforcement mechanisms.
- D. Committee Reports
  - i. Citizens Groundwater Group meeting. Chair Leichtnam reported briefly on the April 18<sup>th</sup> Citizens Groundwater Group meeting. Speakers were Adam Voskuil and Andrea Gelatt, Staff Attorney and Senior Staff Attorney at Midwest Environmental Advocates. He referred to a February 14 press release; “New Report Finds Water Pollution Would Likely Worsen...” and the Citizen’s Groundwater Group meeting minutes.

The Citizens Groundwater Group meets the third Monday of each month at 2:00 pm. The next meeting is scheduled for Monday, May 16. This will be an in person and virtual WebEx meeting.

- ii. Health Committee report. Ben Jeffrey mentioned Chair Leichtnam and Shane Wucherpennig covered mostly everything on the AGC earlier in the meeting. The AGC MOU meeting was held on April 21. There is a Towns meeting in Necedah tonight at 6:30 pm, at the Necedah Town Hall.
- iii. Central Sands Groundwater County Collaborative (CSGWCC) Committee Report. Chair Leichtnam shared it is quite impressive that a smaller County – Waushara County (through ARPA funds) has enough money to do an 80/20 cost-share to help approximately 80 homeowners with reverse osmosis (RO) systems. Marquette County used \$30,000 from ARPA for water testing. Would like to see Wood County apply some ARPA money towards water testing.
- iv. Golden Sands RC&D report. Chair Leichtnam shared that CEED needs to appoint a member from the Committee as a Golden Sands RC&D Representative. He added, he served as the representative the last term and is willing to continue.

*Motion by Tom Buttke to appoint Bill Leichtnam to serve as the Golden Sand RC&D Representative from CEED. Second by Jake Hahn. Motion carried unanimously.*

10. **Private Sewage.** Nothing to report; very thorough report in CEED packet.

11. **Land Records.** Nothing to report; very thorough report in CEED packet.

12. **County Surveyor.** Nothing to report; very thorough report in CEED packet.

13. **Planning**

- A. Staff Introduction. Jason Grueneberg welcomed the two new CEED members and added they are welcome to stop in the Planning and Zoning Office anytime. He introduced his newest staff member, Karoline Whitman, Program Assistant. All Planning and Zoning Staff members introduced themselves and briefly explained what they do.

14. **Economic Development.**

- A. North Central Wisconsin Regional Plan Commission Update. Jason Grueneberg shared Wood County has been a paying member of the NCWRPC for the past three years. He explained there are three representatives from Wood County; one appointed by the County, one by the County and Governor, and appointed by just the Governor.

Current projects include:

- Wood County Bicycle & Pedestrian Plan.
- Meeting this week on housing study/housing stock in Wood County.

Would like to get Economic Development Grant application outs by mid-June. Will discuss at June CEED meeting.

- B. Broadband Grant and Speed Test update. Jason Grueneberg gave a brief update on the Broadband Grant and Speed Testing. The purpose of speed testing is to locate broadband deficiencies in Wood County rural areas. When taking the speed test, location and speed will be logged. People without current access in their homes can call the Planning & Zoning office or use a family member or friend's computer to take the test. Tests can be taken numerous times. It should be noted if someone currently has a low-cost internet plan; the speed test could show low broadband speed.



Currently working with IT to clean-up the entry page and working on marketing. The goal is to have 10% participation of households in Wood County.

- C. Consideration of Initial Resolution Approving Revenue Bond Financing for Bug Tussel 1, LLC. Information with respect to job impact of the project will be available at the time of consideration of the Resolution. Jason Grueneberg handed out a copy of the resolution to provide approval of an Initial Resolution of Wood County to participate with other counties in a conduit bond for Revenue Bond Financing for Bug Tussel 1, LLC.

- Jason explained the construction/implementation of towers in Wood County by Bug Tussel was a success. Wood County has a \$1,000,000 obligation for that grant.
- Current 2022 grant application is to connect towers to fiber “middle mile”. Fiber to 2,100 households and 113 businesses.
- Jason reviewed the map attached to the resolution packet and explained the route.
- End goal is fiber to every home.
- This resolution is for Wood County to participate in a \$240,000,000 conduit bond in which Wood County’s bond amount is not to exceed \$11,000,000.
- He explained the bonding process. Bonds are for 30 years – Bug Tussel is responsible to pay back to Wood County.
- The County will benefit with tower use for emergency access and some strands of fiber for County use.

Lengthy discussion followed. Questions asked included:

- Resolution  $\frac{3}{4}$  vote versus majority.
- Risk involved.
- How this would affect Wood County’s bond rating.

*Motion by Jake Hahn to approve the resolution for Wood County’s participation in the conduit bond for Revenue Bond Financing for Bug Tussel 1, LLC with “majority votes” required. Second by Laura Valenstein. Motion carried unanimously.*

## 15. Extension

- A. General Office Update. Jason Hausler introduced himself to the new members and gave a brief general office update.

- Community Area Network – working with IT
- Wood County Annual Report in the CEED packet. Will present to the County Board on June 21.
- Educators reports on pages 11-14 in CEED packet.
- Invited CEED to stop in anytime and talk to staff.
- Will give Robust Extension 101 presentation at June CEED meeting.
- 2022 Clean Sweep – Saturday, September 10<sup>th</sup> – Marshfield.
- Thanked Ben Jeffrey for working on the 2023 Clean Sweep application.
- Extension was awarded \$2,000,000 for expanding Ag Network.
  - Three positions focusing on water quality. One dedicated to Central Sands area working with producers; other two statewide.

Chair Leichtnam would like contact info when the Central Sands area person is hired.

- B. Introduction – Jasmine Carbajal, 4-H Associate Educator. Jasmine Carbajal was at training in Marshfield and was not able to attend the CEED meeting.

- C. Staffing Update – Community Development Educator. Jason Hausler shared the Community Development Educator position has been posted, re-posted, and recruited and still no qualified candidates. He reviewed the current job description with the CEED and asked if the benchmarks in the position description were still a priority to focus on. Discussion followed with the following comments.

- There is a need for some capacity to help with Economic Development.
- Implementation of County REDI Plan Work Force does not have to be specifically called out. Not specific to Economic Development, but facilitation.
- Job description rather vague, needs to be clarified.
- Compensation could be an issue with not being able to attract a qualified applicant.

Following discussion, the decision was made by consensus to instruct Jason to move forward with filling the position.

D. Educator Presentation – Allison Jonjak, Cranberry Outreach Specialist. This presentation was postponed.

16. **Requests for Per Diem for Meeting Attendants.** Dave LaFontaine and Bill Leichtnam requested per diem for a meeting they attended on April 18.

*Motion by Tom Buttke to approve per diem for Dave LaFontaine and Bill Leichtnam for attending the April 18<sup>th</sup> meeting. Second by Jake Hahn. Motion carried unanimously.*

17. **Schedule Next Regular Committee Meeting.** The next regular CEED meeting is scheduled for June 1, 2022 at 9:00 am, at the Wood County Courthouse, Room #114

18. **Agenda items for next meeting.** *Agenda items are due Wednesday, May 25.*

- a. Presentation on CSGWCC
- b. Discuss County Economic Development Grant
- c. Update on Bug Tussel 1, LLC
- d. Robust Extension 101 presentation

19. **Schedule any additional meeting if necessary.** Brief meeting prior to County Board. Jason Grueneberg will reserve room if this meeting is necessary.

20. **Adjourn.**

*Motion by Tom Buttke to adjourn at 11:59 a.m. Second by Dave LaFontaine. Motion carried unanimously.*

Minutes by Lori Ruess, Land & Water Conservation Department

## Committee Report

County of Wood

Report of claims for: Extension Wood County

For the period of: May 2022

For the range of vouchers: 30220044 - 30220059

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
30220044	4-H LEADERS ASSOCIATION	American Spirit Refunds	05/03/2022	\$255.00	P
30220045	AMAZON CAPITAL SERVICES	Program & Office Supplies	05/10/2022	\$34.90	P
30220046	AMAZON CAPITAL SERVICES	Office & Program Supplies	05/10/2022	\$127.56	P
30220047	AMAZON CAPITAL SERVICES	Office Supplies	05/10/2022	\$95.04	P
30220048	AMAZON CAPITAL SERVICES	Office Supplies	05/10/2022	\$54.57	P
30220049	STAPLES ADVANTAGE	Office Supplies	05/10/2022	\$22.14	P
30220050	STAPLES ADVANTAGE	Office Supplies	05/10/2022	\$152.96	P
30220051	AMAZON CAPITAL SERVICES	Office Supplies	05/17/2022	\$37.99	P
30220052	AMAZON CAPITAL SERVICES	Office Supplies Return Credit	05/17/2022	(\$37.99)	P
30220053	US BANK	May Statement	05/24/2022	\$243.97	
30220054	CARBAJAL JASMINE	April-May Expenses	05/24/2022	\$260.33	
30220055	HAUSLER JASON	Program Supply Reimbursement	05/24/2022	\$44.78	
30220056	HUBER LAURA	May Expenses	05/24/2022	\$228.59	
30220057	LIPPERT MATTHEW	May Expenses	05/24/2022	\$82.37	
30220058	WEHR JANELL	May Expenses/MG Program	05/24/2022	\$129.26	
30220059	YOUNG WENDY	May Expenses	05/24/2022	\$36.27	
<b>Grand Total:</b>				<b>\$1,767.74</b>	

### Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

## Committee Report

County of Wood

Report of claims for: LAND & WATER CONSERVATION DEPT

For the period of: MAY 2022

For the range of vouchers: 18220025 - 18220043

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18220025	PHEASANTS FOREVER	LWC - POLLINATOR MIX B-PRADEMA	04/15/2022	\$93.60	P
18220026	PHEASANTS FOREVER	LWC - POLLINATOR MIX A - PRUES	04/15/2022	\$103.05	P
18220027	PHEASANTS FOREVER	LWC - POLLINATOR MIX C & D -RO	04/15/2022	\$111.60	P
18220028	PHEASANTS FOREVER	LWC -POLLINATOR MIX A & Z -GLC	04/15/2022	\$328.05	P
18220029	PHEASANTS FOREVER	LWC - POLLINATOR MIX A -GHOHL	04/15/2022	\$103.05	P
18220030	PHEASANTS FOREVER	LWC - POLLINATOR MIX C - JSAEG	04/15/2022	\$65.70	P
18220031	PHEASANTS FOREVER	LWC - POLLINATOR MIX W - DKRAU	04/15/2022	\$40.50	P
18220032	PHEASANTS FOREVER	LWC -POLLINATOR MIX A & X DRIC	02/11/2022	\$187.65	P
18220033	PHEASANTS FOREVER	LWC - POLLINATOR MIX B CHASTEE	04/27/2022	\$125.10	P
18220034	PHEASANTS FOREVER	LWC - POLLINATOR MIX A	05/02/2022	\$116.55	P
18220035	PHEASANTS FOREVER	LWC - SEED MIX X & INTRO HONEY	05/03/2022	\$85.05	P
18220036	MARQUETTE COUNTY LWCD	LWC - 2022 TREE DELIVERY FEE	05/02/2022	\$575.00	P
18220037	POCKAT NOAH	LWC - REFUND FOR GENERIC GEL	05/02/2022	\$15.30	P
18220038	CNA SURETY	LWC - SW BONDING RENEWAL	05/09/2022	\$30.00	P
18220039	DICKRELL JOAN	SWRM - CS WELL DECOMMISSIONING	04/20/2022	\$355.25	P
18220040	REAL FENCE LLC	WD - TWIN LAKES FENCE REPAIR	04/23/2022	\$306.00	P
18220041	US BANK	LWC/MC DRILL REPAIR, WATER TES	05/17/2022	\$313.82	
18220042	AGSOURCE COOPERATIVE SERVICES	WASTEWATER TESTING	05/11/2022	\$158.00	
18220043	CHILI IMPLEMENT CO	LWC - NO-TILL DRILL REPAIR	05/25/2022	\$207.34	
<b>Grand Total:</b>				<b>\$3,320.61</b>	

### Signatures

Committee Chair:

---

Committee Member:

---

Committee Member:

---

Committee Member:

---

Committee Member:

---

Committee Member:

---

Committee Member:

---

Committee Member:

---

Committee Member:

---

## Committee Report

County of Wood

Report of claims for: Planning & Zoning

For the period of: May 2022

For the range of vouchers: 22220037 - 22220044

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
22220037	INDUSTRY SERVICES DIVISION	PS-State Sanitary Permits-Apr	04/30/2022	\$1,400.00	P
22220038	BOYER KEVIN	Services Per Contract-May	05/01/2022	\$833.00	P
22220039	MASTER GRAPHICS	LR-Office Supplies	05/03/2022	\$96.71	P
22220040	AEGIS CORPORATION	PS-Other Pubs, Subs & Dues	05/06/2022	\$30.00	P
22220041	OPPORTUNITY DEVELOPMENT CENTER	PS-ATU Processing 1st Not	04/30/2022	\$113.98	P
22220042	OPPORTUNITY DEVELOPMENT CENTER	PS-Maint Processing 1st Not	04/30/2022	\$502.20	P
22220043	STAPLES ADVANTAGE	PL-Office Supplies	05/06/2022	\$29.60	P
22220044	US BANK	Credit Card Charges	05/17/2022	\$639.09	
Grand Total:				\$3,644.58	

### Signatures

Committee Chair:

\_\_\_\_\_

Committee Member:

\_\_\_\_\_

Committee Member:

\_\_\_\_\_

Committee Member:

\_\_\_\_\_

Committee Member:

\_\_\_\_\_

Committee Member:

\_\_\_\_\_

Committee Member:

\_\_\_\_\_

Committee Member:

\_\_\_\_\_

Committee Member:

\_\_\_\_\_



*We teach, learn, lead and serve, connecting people with the University of Wisconsin, and engaging with them in transforming lives and communities.*

## 4-H – Positive Youth Development

*Laura Huber, 4-H Program Educator*

*Jasmine Carbajal, 4-H Associate Educator (Marathon & Wood Counties)*

- Jasmine Carbajal joined Extension in mid-April as the 4-H Associate Educator for Marathon and Wood Counties.
- It's summer camp planning time. "Learning from the Outside In" is the theme for summer camp 2022. This year Wood County staff are helping to plan the camp with 7 other counties (Forest, Langlade, Lincoln, Marathon, Oneida, Price, Taylor, and Wood.) Camp will be held in June at the Northern Lakes Impact Center in Rhineland.
- Ongoing support and leadership for the Wisconsin 4-H Leadership Council, where we facilitated discussions and led educational pieces to build teamwork, communication, and leadership skills for the Council's youth and adult members.
- A training for teens and adults serving on the North Central Regional 4-H Camp leadership team, where participants developed skills in working with children and learned how to be role models, positively impacting children, lead and be challenged, and learn 4-H Camp traditions.

## Agriculture

*Matt Lippert, Agriculture Educator*

- Planning for the Agriculture Education area at 2022 Wisconsin Farm Technology Days, an outdoor trade show for farmers and rural communities to increase knowledge of Extension Agriculture programs in crops and soils, dairy, farm management, livestock and horticulture.
- A youth career development event to be held for FFA students to learn about evaluation of dairy cattle conformation so that they can select cattle that will be more productive and healthy.
- Live radio interviews on local radio stations where the listeners learned about current agriculture programs and issues. The purpose of this effort is to increase understanding of food production systems.
- A hands-on, on-farm field day where Department of Workforce Development Division of Vocational Rehabilitation (DVR) technicians were trained to recognize the work conditions and vocational rehabilitation needs of dairy farmers so that the technicians can better assist the farm community.
- Planning and development of Badger Dairy Insight factsheets for farmers and agribusiness professionals. The goal of this effort is to share with individuals the latest research related to animal well-being and health, calf management, reproductive management, data management, and feeding and nutrition so that they can increase farm economic viability, environmental sustainability, and food production safety.



## Cranberry Outreach

*Allison Jonjak, Cranberry Outreach Specialist*

- A study to better understand which species of mycorrhizal fungi that grow in association with cranberry and other ericoid species can improve cranberry plants' efficient uptake of nutrients from the soil, resulting in more environmentally friendly and economic cranberry yields.
- A hiring process to ensure Farm Management Specialists hired to Extension will serve grower and farmer strategic and tactical needs.
- A Cranberry Crop Management Journal was published giving updates on Orthene and its Pollinator Safety, the CranCam phenotyping project, hail damage, spring acclimation, and ongoing research projects.
- A Spring Mini-Clinic was hosted live in Jackson County with live broadcast sites in Wood County, Vilas County, and Washburn County to enable growers and researchers to connect within their regions while learning about progress on research at the University of Wisconsin-Madison.
- A Cranberry Crop Management Journal was published giving growers information about worker safety, genetic fingerprinting analysis to examine cultivar contamination, and access to a cranberry walking tutorial for new hires.
- A Wisconsin Research and Education Foundation meeting in which research progress was evaluated.
- A Virtual Brown Bag to educate cranberry growers about Worker Protection Standard common issues, availability and patent progress on pest-eating nematodes, and timely crop updates.



## FoodWise

*Hannah Wendels, FoodWise Nutrition Educator*

*Kelly Hammond, FoodWise Coordinator (Wood and Portage Counties)*

- A virtual and in-person weekly educational series (Extension Wellness) for Central WI residents where participants learn a variety of topics to improve overall well-being and health. The purpose of this series is to increase overall well-being and health of residents through programs on financial, nutrition, horticulture, and behavioral health education.
- A ten-week series of strength training sessions (StrongBodies) in Wood County, where older adults learn best practices and learn nutrition and health education. Participants engage in regular strength training exercises to improve strength, balance, and flexibility so they can stay healthy and socially connected.
- A 5-week nutrition education series for kindergarten classrooms at Howe Elementary School, where students will learn about MyPlate, the five food groups, and try new fruits and vegetables. The goal of the series is for students to learn about being physically active and help them to be healthier in school and at home.
- Interactive Grocery Store Tours offered twice monthly at Walmart in Plover and Wisconsin Rapids to low-income families. The goal of this educational program is for participants learn about shopping healthy on a budget, increase fruit and vegetable consumption and improve overall health.
- A study to better understand the experiences of South Wood County citizens who are members of a minoritized cultural group. Results from this study will help the South Wood County Cultural Coalition



develop a strategic plan for future programming based on the thoughts and needs of the audience these future programs aim to serve.

- A 4-week nutrition education series for third grade classrooms at Grove Elementary School, where students will learn about MyPlate, and making healthy food and beverage choices. The goal of the series is for students to learn about being physically active and how to make healthy food choices to help them to be healthier in school and at home.

## Horticulture

*Janell Wehr, Horticulture Educator*

- A virtual and in-person weekly educational series (Extension Wellness) for Central WI residents where participants learn a variety of topics to improve overall well-being and health. The purpose of this series is to increase overall well-being and health of residents through programs on financial, nutrition, horticulture, and behavioral health education.
- A social media outreach campaign for consumer gardeners in Wisconsin, where Facebook and Instagram users engaged with Extension resources, including the UW-Madison Extension Horticulture Topic Hub publications and YouTube videos. This effort is designed to increase awareness and knowledge of resources to address environmental contamination and pollution (due to overuse of horticulture chemicals in urban and suburban environments).
- An interactive web based class for novice gardeners with limited resources, where participants learned direct seeding and transplanting techniques. This effort was designed to increase awareness and knowledge of resources to address environmental contamination and pollution (due to overuse of horticulture chemicals in urban and suburban environments).
- An interactive web based class for novice gardeners with limited resources where participants learned intensive gardening techniques, cultivar selection, and specific requirements for growing plants in containers. This effort was designed to increase awareness and knowledge of resources to address environmental contamination and pollution (due to overuse of horticulture chemicals in urban and suburban environments).
- Planning for a multi county educational program series for community gardeners. The goal of this effort is to increase gardeners' knowledge, promote best gardening practices and provide university based resources to community gardeners, which improves the health and productivity of their garden plots.

## Human Development and Relationships

*Jackie Carattini, Human Development and Relationships Educator*

- A six-module course for social workers, case managers, and community agency staff where they learn about financial competency skills such as goal setting, budgeting, building credit and paying off debts, strategies for saving money, and how to engage their clients in money management discussions. The goal of this effort is to build their knowledge and confidence when engaging clients in financial conversation.
- A program for families and individuals, where participants learn to address their current financial situation by creating individual financial goals. The goal of this program is to enable participants to prepare for and take charge of household financial situations that occur due to changes in income or unforeseen hardships.
- Monthly educational mental health presentations on local radio in Wood County where listeners learned different strategies that support awareness of body mind connections. The goal of this effort is





to raise awareness of skills to decrease stress and increase positive emotions of participants.

- An online program (Money Matters) for participants who want to improve their financial knowledge, where they complete 1-12 modules on different financial topics. The goal of the Money Matters modules is to increase participants' knowledge on topics such as credit scores and reports, making a spending plan, what to do when you can't pay your bills, and identifying financial strengths so that participants can apply these skills in the future.
- A series of meetings with local financial coalition partners to learn about current community needs that will lead to the development of future financial programs in the Wisconsin Rapids area.
- Planning for programs for renters, in collaboration with the Central Wisconsin Partnership for Recovery Safe and Sober Housing initiative, where they will learn about tenants' rights and responsibilities, effective communication methods with landlords, and the rental application process. The goal of this effort is to meet local housing needs and the pre-rental educational component for this partner's program.
- A 6-session wellness series (WeCOPE) for adults where participants learned different strategies that support awareness of mind-body connection. The goal of this effort is to offer skills to decrease stress and increase positive emotions of participants.
- In person workshop, ("Rent Smart") for renters where participants gain knowledge and skills essential for a successful renting experience. This effort is designed to encourage housing stability and financial security
- A virtual and in-person weekly educational series (Extension Wellness) for Central WI residents where participants learn a variety of topics to improve overall well-being and health. The purpose of this series is to increase overall well-being and health of residents through programs on financial, nutrition, horticulture, and behavioral health education.
- Planning for the Human Development and Relations/Health and Wellbeing/ and Farm stress educational area at the 2022 Wisconsin Farm Technology Days, an outdoor trade show for farmers and rural communities to increase knowledge of Extension Educators' programs that will benefit the rural community members who attend the event. Through this, trade show visitors will have the information they need to sign up for programs that can help them improve their finances, manage stress, enhance their health and wellbeing, and make end-of-life decisions that ease the transition for their loved ones.

## Natural Resources

*Rachael Whitehair, Regional Natural Resource Educator*

- A booth at a high school career fair where students could participate in a picture booth activity and observe the groundwater quality model demonstration. This effort is designed to educate students about the role of extension in communities and encourage our organization as a possible career path.
- Planning for an agriculture and natural resource focused summer camp ("Agriventure for Marshfield") area youth in collaboration with Memory Lane Farms. The goal of this effort is to give youth on-farm and outdoor experiences, so that youth will gain knowledge of concepts like curiosity, exploration, and conservation.
- Planning for a science festival event for South Wood County area citizens in collaboration with STEAM related organizations and companies throughout the area. The goal of this effort is to offer STEAM (Science, Technology, Engineering, Arts, and Math) programming to families and youth while increasing awareness about the Wisconsin River water resource, so that youth increase curiosity and interest in STEAM topics.



- A field trip event for Assumption Elementary first graders, where students visited three stations on the topics of agriculture, prairie, and macroinvertebrates to create learning opportunities around agriculture and natural resource conservation.
- A study to better understand the experiences of South Wood County citizens who are members of a minoritized cultural group. Results from this study will help the South Wood County Cultural Coalition develop a strategic plan for future programming based on the thoughts and needs of the audience these future programs aim to serve.
- A Wisconsin River clean up event for Marathon County high school students, where Extension and other natural resource organizations provided water-focused, interactive learning stations to increase understanding of water resource concerns among members of the audience.

## Upcoming Programs

- [Extension Wellness Series | June 2022](#)
- [Planning AHEAD | June 2](#)
- [Rent Smart | Virtual Zoom Sessions | June 6, 8, 10, 13, 15 & 17](#)
- [FoodWise Grocery Store Tours | Wisconsin Rapids Walmart – June 16 & August 18](#)
- [Romaine Calm and Garden On | 12-session Gardening Series – March-September](#)
- [Be a 4-H Foodie | July 7, 14, 21 & 28 – 9-11am](#)

## Staff Report for May

Caleb Armstrong

- Wrapped up our yearly tree sale with packaging and tree pickup.
  - First year ever that all trees were picked up in given days.
  - All leftover trees were sold as well.
- As planting season has gotten into full swing, lots of calls about nutrient management plans updates.
  - Amount of fertilizer with cost so high
  - Adding manure onto fields once road limits came off.
- Numerous of calls from producers/landowners about getting use of our no-till drill rental.
- Have assisted 7 different farmers so far in use of our no-till drill and implementing that into their acres.
  - Showing them how to calibrate for right amount per acre
  - Different practices for different plantings
  - No-Till Drill have put in around 300 acres so far
  - Already booked out heavy for the month of June as well.
- Start out monthly water sampling that we do for Mill Creek that goes on for about 6 months of the year following our 9-key plan
- Working with the DNR on locating areas of concern due to high levels of chloride in Mill Creek spring sampling that was done.
  - Trying to create a map of all acreage that relates to liquid waste water that is being applied surrounding the Mill Creek.
- Proceeded with our monthly streamflow monitoring.
- Working on looking for areas of concern for invasive species removal since plants are starting to grow and earlier is the better for plant removal.
  - Won't be able to terminate as much do to high pesticide cost.
  - Will be working on creating a more specific map for areas with high densities of invasive plants.
- Working with a farmer and EPPIC group on doing an experimental plot to see the differences between 4 different farming practices and the yield differences of these practices.
  - Have staked/mapped out 4 locations in field for these practices to occur.

## Activities Report for Emily Salvinski

*-May 2022-*

---

- **Wednesday, May 4.** Took surface water samples at 4 locations for total phosphorus and total suspended solids testing and sent to lab.
- **Friday, May 6.** Entered results from April's streamflow measurements into SWIMS and our records.
- **Monday, May 9.** Prepped informational materials for farmer group leader. Participated in interview for Engineering Tech position.
- **Tuesday, May 10.** Reviewed a nutrient management plan. Straightened out information with lab.
- **Wednesday, May 11.** Attended nutrient management and farmland preservation planning training by DATCP at our office. Looked into what FPP related shapefiles that we have.
- **Wednesday, May 18.** Processed 3 NMPs (spreadsheets, mapping) and got back to planners. Looked into an incomplete NMP and emailed farmer plan writer.
- **Thursday, May 19.** Looked into files for those who haven't turned in a NMP. Prepped some letters. Made more contacts to get NMPs.
- **Friday, May 20.** Participated in interview for Engineering Tech position.

***Activities Report for Lori Ruess  
May 2022***

- Answered phones and replied to emails.
- Reviewed payroll reports and payroll registers.
- Completed April sales tax report and forwarded to Finance.
- Attended May 4th CEED meeting and completed minutes.
- Completed LWCD payroll percentages and forwarded to Finance prior to the May 5 and May 19 Payrolls.
- Wrapped up 2022 Tree and Shrub sale.
- Completed change order and cost-share reimbursement request for well decommissioning and forwarded to DATCP for reimbursement.
- Worked with IT on a computer issue I was having. IT took my computer to work on for one week.
- Completed the mandatory KnowBe4 password training before the deadline.
- Completed a cost-share contract for streambank stabilization.
- Assisted with the mailing of wildlife damage fence inspection letters.
- Deposited no-till drill rental checks as received.
- Assisted two people with well water sample requests.
- Attended May 11<sup>th</sup> farmland preservation and nutrient management training at our office with DATCP and LWCD staff
- Participated in interviews for Conservation Engineering Tech position; one on May 9<sup>th</sup> and one on May 20<sup>th</sup>.
- Assisted landowner who was interested in renting our tree spades.
- Electronically submitted staff reports and packet materials to the County Clerk's office for CEED packet.
- Organized County Board packet and electronically submitted to the County Clerk's office.

## ***Activities Report for Rod Mayer – May 2022***

- Completed Tree Sale – sold 22, 050 trees to landowners. Picked up shipment from Laura's Lane Nursery in Plainfield, picked up Hramer's shipment in Marquette County, sorted all trees into orders, distribution held Friday and Saturday.
- Correspondence with landowners for Act 82 ag tags with deer damage issues.
- Completed contract affidavit of modification for Twin Lakes wildlife fence modification. Completed inspection. Met with landowners obtained notarized signatures. Sent to DNR for signature.
- Made spreadsheet for wildlife fences under contract.
- Mailed 7 letters to landowners for fence contracts that have expired.
- Correspondence with Bridgewater subdivision mine site.
- Created maps for wildlife fence inspections – copies 2021 inspection forms.
- Updated wildlife fence route listing and GIS map.
- Reviewed Fanning NMM financial assurance – updates spreadsheet, software, and file.
- Correspondence for Nowak Pond dredge – registered fish farm – with landowner, DNR NMM, DNR storm water, Shane, Etc.
- Called landowners for wildlife fence inspections.
- Cleaned shed from tree sale.
- Completed KnowBe4 password training.
- Completed 1<sup>st</sup> quarter wildlife reimbursement report – sent to DNR.
- Correspondence for land sale of permitted NMM site – DNR and Corp Counsel – sent answers to individual looking to purchase.
- Completed wildlife fence inspections (13 fences). 1 failed – set 30 day deadline for repairs.
- Completed wildlife fence inspection reports, letters, maps with details, sorted pictures, database updates, file updates, spreadsheet updates. Mailed to landowners.
- Wetland email to DNR in regards to bridge water mine site.
- Interview for engineer position.
- Received preliminary paperwork for Kolo – Haas Non-metallic mine site expansion: application, check list, reclamation plan and addendums, and SWPPP. Printed all out and began preliminary review.



*Activities Report for Shane Wucherpfennig – May, 2022*

- **May 2** – Order No-till Drill parts, follow-up on Pankratz farms manure spill, engineering tech. interviews.
- **May 3** – Operation Committee meeting, Project updates with upcoming projects.
- **May 4** – CEED Mgt., NR 151 webinar, Pre-construction meeting on Cashen/Lang Rip-rap project
- **May 6** – Zoom with Drew Zelle (NRCS)
- **May 9** – Met with Corp counsel to discuss Rick Weiler nonmetallic site, Engineering tech. interview
- **May 10** – Farm visit with Danielle Nauman and contractor to discuss conservation practices.
- **May 11** – DATCP staff presentation to LWCD on FPP program and AEA's
- **May 12** – Tracking and Database management, Bruce Wayerski farm eroding waterway.
- **May 13** – Glen Peplinski buffers, Roth's no-till drill repair after hours, Weiler non-metallic mine site.
- **May 16**– CSGCC meeting.
- **May 17** – Jerold Carlson water testing of pond.
- **May 18** – Diane Omieon site visit.
- **May 19** – RC&D meeting
- **May 20** – Engineering tech. interview, Cashen site visit & contracts. No-till drill repair at Paul Lippert's after hours.
- **May 23** – Engineering and projects.
- **May 24** – Project contacts and updates with contractors.
- **May 25** – Department head meeting, staff meeting.
- **May 26**– Cashton project layout/staking and startup.
- **May 27** – Cashton/Lang layout and inspection.
- **May 30** – Holiday.
- **May 31** – CSGCC Communications meeting, NR 151 webinar.



# Wood County WISCONSIN

## OFFICE OF PLANNING AND ZONING

TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director  
Adam DeKleyn, County Planner  
Paul Bernard, Land Records Coordinator  
Jeff Brewbaker, Code Administrator  
Scott Custer, Code Technician  
Victoria Wilson, Program Assistant  
Karoline Whitman, Program Assistant

RE: Staff Report for June 1, 2022

### 1. Economic Development (Jason Grueneberg)

**Jail Project** – On May 20<sup>th</sup> I submitted the Planned Development District application for the Jail Project to the city of Wisconsin Rapids. The application will be reviewed by staff and a recommendation made to the Wisconsin Rapids Plan Commission. The application described the proposed project and focused on areas where exceptions from the underlying Institutional zoning are being requested. The Plan Commission will meet on June 6<sup>th</sup> to review the application.

**Coffee with the Chamber** - On May 25<sup>th</sup> I was the speaker for the monthly *Coffee with the Chamber* meeting for the Heart of Wisconsin Chamber of Commerce. I talked about Wood County's involvement with broadband infrastructure investments in Wood County.

**Central Wisconsin Economic Development (CWED) Board** – I participated in CWED Board meetings on May 18<sup>th</sup> and May 25<sup>th</sup>. Some of the agenda items included a monthly fund status report, a loan committee update, approval of March and April financials, and consideration of modifications to an approved loan request.

### 2. Planning and Zoning (Adam DeKleyn)

May 2022 - Spring has finally sprung...hopefully. We are transitioning into the summer construction season. General inquiries and project proposals have substantially picked up. [County Plat Review](#) is steadily increasing, with CSM reviews in the double digits. A new residential subdivision plat may be in the works. I have a couple of town zoning map amendments/rezones included in this packet for CEED and CB approval (Saratoga and Sigel). I provided land use planning and zoning assistance to several municipalities and community officials. Some highlights include: Presenting a draft official [Zoning Map for the Town of Auburndale](#) at their TB; preparing an ATV/UTV map for the Town of Grand Rapids TB; and progress on drafting an updated zoning map for the Town of Saratoga. I sat down for a meeting with DATCP and the LWC Dept to discuss implementation of the WI Farmland Preservation Planning and Zoning Program in the County. The RPC is making progress on an update of the [Wood County Bicycle and Pedestrian Plan](#). The Center for Land Use Education is offering a [Spring webinar series](#) for new and continuing local officials to learn about their roles and



responsibilities related to planning and zoning. Check it out! Reach out with any questions, or to discuss the above mentioned further.

### 3. **Land Records** (Paul Bernard)

- Parcel Mapping Updates – very busy this time of year
- Address Mapping Updates – very busy this time of year
- Working with Highway/Parks/Forestry on ATV mapping endeavors
- Revisiting the ESRI licensing situation in Wood County, meeting with different departments to assess GIS needs.
- Highway Department GIS workflow development
- Emergency Management GIS workflow development

### 4. **Code Administrator** (Jeff Brewbaker)

04-27-2022 – Investigated holding tank violation TN: 03

04-28-2022- Failing system – unpermitted notices TN: 21 & 07

04-29-2022 – Shoreland & floodplain permits issued for shed in TN: 09

05-02-2022 – Numerous on-sites regarding failing systems and overfull holding tanks, Plan review and issued mound permit for new system A+0 mound TN; 15

05-03-2022– Soils evaluation, hydrograph, pumped conventional replacement system  
Soil test field verification TN: 07, 18, 17

05-04-2022 – Worked on failing system orders

05-05-2022 – Soils evaluation, hydrograph, plan review, permit issued, conventional replacement TN: 13

05-06-2022 – Soils evaluation, mound plan review, permit issued, new TN: 08

05-09-2022 –Inspection report for conventional TN:07

05-10-2022- Inspected tank install for replacement mound TN:10

05-11-2022 – Soils evaluation, hydrograph, plan review issued (4) conventional permits

05-12-2022 – Soils evaluation, mound plan review, replacement permit issued, TN: 06

05-13-2022 – Computer training

05-16-2022 – Out of office

05-17-2022 – Out of office

05-18-2022 – (5) failing system notices, Health and Safety File

05-19-2022- (3) on-sites for failing septic systems, drafted one order letter TN:10, (2) health and sanitary letters both in TN: 20

05-20-2022- Out of the office

## **5. Code Technician (Scott Custer)**

4-28-2022– BOA appointment research and follow up. Shoreland Navigability/OHWM Training.

4-29-2022 – Well permit approval and review TN-05. Issued Mound permit TN-16. Shoreland letter TN-16.

5-2-2022 – Failing System site visits TN-14, TN-22, TN-04, TN-02, TN-11, TN-08, and TN-07\*

5-3-2022 – Out- Sick kids

5-4-2022 – Reviewed soil tests X 2. CEED Meeting WebX. Shoreland letter to land owner TN-06. Holding tank agreement letter to land owner and application review TN-10.

5-5-2022 – Mound review and approval TN-10. Holding Tank Approval and review TN-21. Conventional approval and review TN-18. Well permit review and approval V-27. Soil onsite X 2 TN-07 and TN-18. Mound permit approval and review TN-11.

5-6-2022 – Mound plow inspect TN-19. Mound re-inspection TN-19. Well permit review and approval TN-07.

5-9-2022 – Inspection report X 1. Wetland/shoreland meeting with land owner, my office. Shoreland variance meeting with contractor TN-18.

5-10-2022 – Reviewed well permits X 2. Well permit variance research and discussion with well driller. DSPS POWTS training. Mound review and approval TN-21.

5-11-2022 – Approved reconnect permit TN-09, tank replacement permit V-27 and conventional permit application TN-07. Geo-mat Mound plan review and approval TN-21.

5-12-2022 – Mound plow inspection TN-21. Mound re-inspection. BOA application paper work assembly.

5-13-2022 – Conventional approval TN-07. Shoreland retaining wall onsite TN-18. Permit renewal TN-11. Shoreland letter to land owner.

5-16-2022 – Reconnect inspection TN-10. Vegetative buffer outline for land owner/builder TN-18. Mound plan review and approval TN-12.

5-17-2022 – Mound plan review and approval TN-20. Mound permit plan review and approval TN-10. Well permit review and approval X 2. Inspection reports X 2.

5-18-2022 – Created BOA flyer. Shoreland application site plan discussion with land owner.

5-19-2022 – Mound plow inspection TN-19. Mound re-inspection TN-19. Septic system onsite X 4 TN-07, TN-10, and TN-20\*.

5-20-2022 – Inspection report X 1. Shoreland preservation affidavit. Approved 3 Conventional permits TN-07, TN-18.

5-23-2022 – Floodplain LOMA meeting with land owner. Holding tank inspection TN-01. Issued shoreland permit TN-16.

5-24-2022 – Well permit review and approval TN-18. Inspection report X 1. Conventional system review and approval V-27. Mound application approval TN-01.

5-25-2022 – Failing system inspection TN-20\*. Shoreland onsite TN-10\*. Conventional system inspection TN-07.

## **6. Office Activity (Victoria Wilson & Karoline Whitman)**

- a. Monthly Sanitary, Shoreland, Floodplain and Well Permit Activity – There were twenty-nine sanitary permits and six well permits issued in April 2022. As of May 25, 2022 there have been fourteen shoreland and floodplain permits issued for 2022.
- b. 2022 Tax Refund Intercept Program (TRIP) – As of May 25, 2022, Wood County received an additional payment of \$1814.06 on three outstanding court cases.
- c. ArcGIS Pro Software Project – Victoria continues to work on projects from Land Records Officer. Currently adding Point of Interest points to GIS and other miscellaneous projects.
- d. Staff – Victoria, along with help from professional staff continues to train Karoline on all office functions.
- e. Attended the following meetings/trainings & activities:
  - i. Citizens Groundwater Group May 16, 2022
  - ii. CEED Committee Meeting May 4, 2022

## CITIZENS (WOOD COUNTY) GROUNDWATER GROUP MEETING

DATE: Monday, May 16, 2022  
TIME: 2:00 p.m.  
LOCATION: Conference Room 114-Wood County Courthouse & Teleconference via WebEx

**Present (In person or via WebEx):** Bill Clendenning, Gordon Gottbeheut, Ben Jeffrey, Bill Leichtnam, Rhonda Carrell, Lisa Anderson, Dave Joosten, Ray Bossert, Kari Whitman, Bruce Dimick, Tamas Houlihan, Sue Smith, Gregg Wavrunek, Rachael Whitehair, Tim Wuebben

1. **Call Meeting to Order:** Chair Bill Leichtnam called the meeting to order at 2:00 p.m.
2. **Public Comment:** None.
3. **Speakers – Ben Jeffrey, Wood County Environmental Health Officer & Lisa Anderson-Nelsonville Update**

Ben gave an overview of the duties and responsibilities of the Wood County Health Department. The department serves not only Wood County but also Adams and Juneau counties. Environmental Health Specialists duties include:

Code Enforcement, Inspections and Licensing

- \*Food Code – retail, restaurants
- \*Lodging Code – Hotels, camps, B & B's
- \*Body Art Code – Tattoo and piercing
- \*Mobile Home Community Code
- \*Tenant Landlord Code
- \*Pool code
- \*Admin Code 254

\*Wood County Public Health Ordinance – Health Hazards

Human Health Hazards – 254.01 **(2)** “Human health hazard” means a substance, activity or condition that is known to have the potential to cause acute or chronic illness, to endanger life, to generate or spread infectious diseases, or otherwise injuriously to affect the health of the public.

- One of the most common health hazards observe by the health department is: The pollution of any well, groundwater aquifer, or body of water by sewage or industrial wastes, fertilizers, and toxic pesticides, or other substances harmful to human beings.

One of the roles of the state and local health departments is to:

- \*Help citizens find safe drinking water
- \*Provide well water test kits
- \*Advise citizens on test results
- \*Coordinate with other county departments, DNR & DATCP
- \*Attend town meetings to provide education as requested

The health department has a water lab where they can test for Bacteria & Nitrates. They do between 700 and 1000 tests annually.

Lisa Anderson gave an update on the Village of Nelsonville. She attended a Zoom meeting regarding the proposed modifications to the WPDES permit for Gordondale farms. The DNR is recommending that the farm do some monitoring around some land spreading fields around the village's re-charge zone.

The new Portage County Executive with the help of the Land & Water Conservationist wrote a resolution regarding well monitoring at Gordondale farms. “The resolution drafted by County Executive John Pavelski, who was elected in April, asked the Wisconsin Department of Natural Resources to pay for installing wastewater monitoring wells it seems poised to impose on Gordondale Farms this year, stating the regulations could put the farm out of business and lead to increased nitrate pollution.

Nelsonville residents and water quality scientists argued the resolution aimed to protect the farm, put blame for nitrate pollution on residential septic fields and dealt in "half-truths" about the science behind nitrate pollution."

4. **Correspondence/Updates/Handouts/Reports on Meetings Attended:**
  - a. Bill Leichtnam shared information from UW Stevens Point Dept. of Watershed Science and UW Extension, stating that nearly 5% of rural Wood County wells have nitrate levels over 10 parts per million. He wonders how many of those people know they have potential nitrate problems.
5. **"Action Items" proposed to CEED Committee by Wood County CGG:** None
  - a. Bill Clendenning feels the group should be talking about the ARPA funds that are available.
6. **Roundtable**
  - a. Gordon feels there should be more awareness of the dangers of drinking polluted water.
7. **Announcements by members / visitors (upcoming related events / meetings)**
  - a. Tamas stated UW Stevens Point is in the process of hiring for a water quality specialist position. This person will focus on water quality issues in the central sands region.
  - b. Gregg Wavrunek spoke briefly about the Healthy H2O Act. It would provide clean water help for private wells.
8. **Future Speakers:** Please contact Bill Leichtnam or Bruce Dimick with any suggestions for future speakers.  
June-Open
9. **Agenda Items for next meeting:**  
Agenda items should be submitted to Bill Leichtnam by the second Monday of the month.
10. **Next Meeting:** Meetings will be the third Monday of each month @ 2:00 p.m.  
  
The next regular Citizens (Wood County) Groundwater Group meeting is scheduled for Monday, June 20<sup>th</sup> at 2:00 p.m. This will be an in person and virtual WebEx meeting.
11. **Adjourn Groundwater Group Meeting:**

Bill Leichtnam declared the meeting adjourned at 3:06 p.m.
--

Notes by Victoria Wilson, Planning & Zoning Office



## DEPARTMENT OF PLANNING AND ZONING

**DATE:** June 1, 2022  
**TO:** Conservation, Education & Economic Development Committee (CEED)  
County Board of Supervisors  
**FROM:** Adam DeKleyn, County Planner  
**RE:** Town of Saratoga - Zoning Map Amendment (Rezone)

---

### STAFF MEMORANDUM

#### Introduction:

The Town of Saratoga adopted and administers their own town zoning ordinance. On April 22, 2022 the Town submitted a zoning map amendment/rezone to the Wood County Department of Planning and Zoning (P&Z) for review and approval. Request is further discussed herein.

#### Background:

Wood County adopted the Wood County Zoning Ordinance #700. This ordinance is in effect in all 22 towns within its jurisdiction. In counties having a county zoning ordinance, no town zoning ordinance or amendment of a zoning ordinance may be adopted unless approved by the County Board of Supervisors Wis. Stat. §60.62(3)(a). This rule also applies to town zoning map amendments, also known as rezones.

#### Analysis:

Lots 1, 2, 3, and 4 of CSM 11072 (S17 T21N R6E) Parcel #: 1800316A, 1800316B, 1800316C, 1800316D  
Existing zoning on the above referenced parcels are Rural Preservation (RP) (*Attachment 1*). The request is to rezone all 4 parcels, a total of approximately 15.9 acres, to Highway Commercial (HC) (*Attachment 2*). The purpose of the rezone is to allow for commercial development along STH 13. The Town of Saratoga's [Comprehensive Plan - Future Land Use Map](#) (pg. 149) generally identifies this area for future rural commercial development. There's no Wood County Floodplain Zoning or Shoreland Zoning on the parcels under discussion.

The Town Plan Commission held 2 public hearings and recommended approval of the zoning amendment on March 16, 2022. Subsequently, the Town Board approved the zoning amendment on April 6, 2022. The final step in the process is approval or disapproval by County Board.

#### Conclusions & Recommendations:

County review and decision concerning approval or disapproval of a town rezone is limited to cases of abuse of discretion, excess of power, or error of law. Based on the information submitted to the P&Z, the Town of Saratoga adhered to the process for zoning amendments as outlined in the Wis. Stats. Additionally, I find no conflict with any existing county planning and zoning programs or ordinances.

P&Z has reviewed the request and recommends forwarding the attached resolution (*Attachment 3*) to the County Board of Supervisors, approving a zoning amendment to the Town of Saratoga Official Zoning Map, with a favorable recommendation.

#### Attachments:

1. Existing Zoning Map
2. Proposed Zoning Map
3. Resolution

(ZA-2022-001)





# Attachment 1: Existing Zoning

Town of Saratoga, Wood County, WI  
(ZA-2022-001)

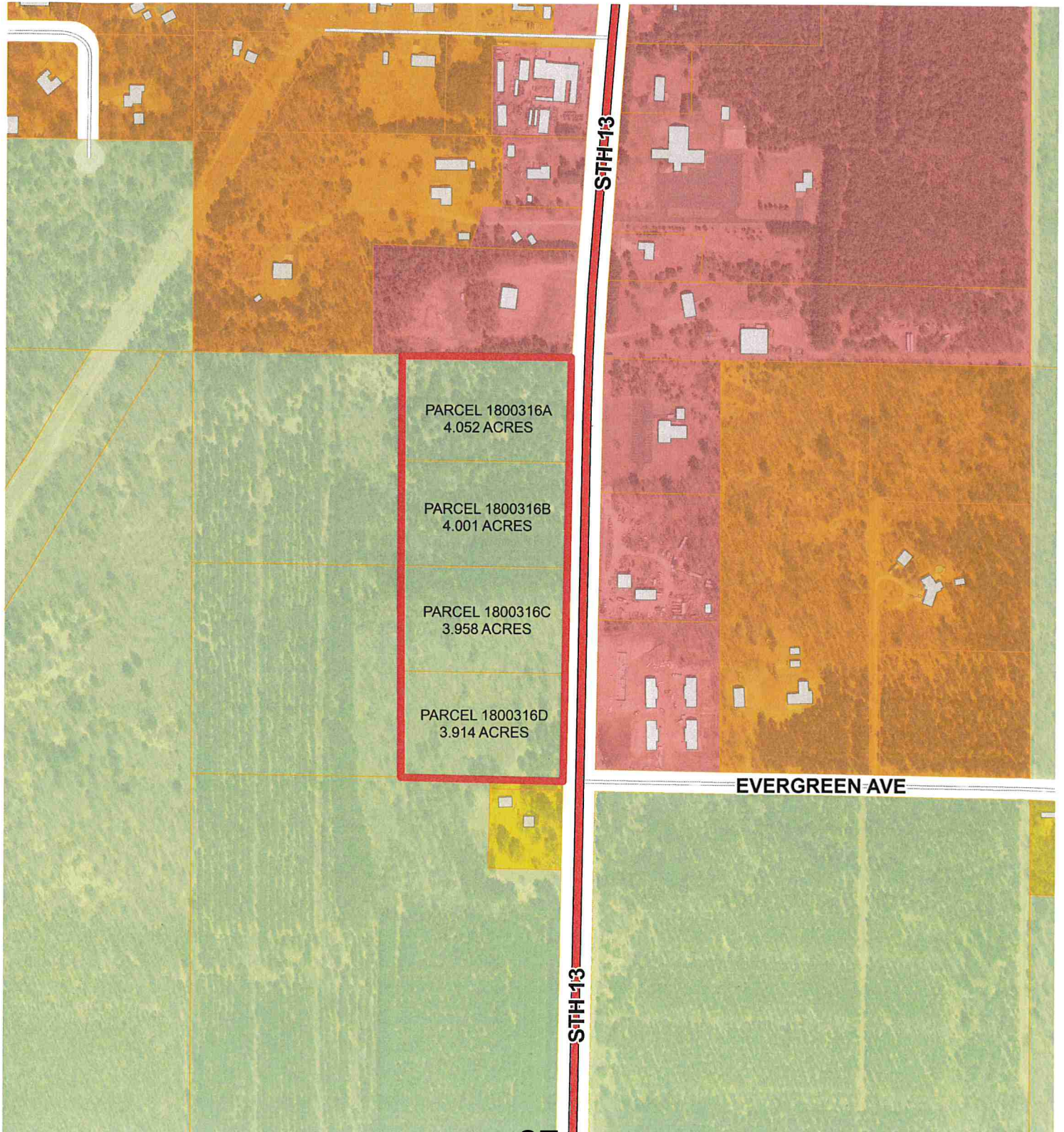
## Legend

- Highway Commercial (HC)
- Rural Preservation (RP)
- Rural Suburban Residential (RR-1)
- Suburban Residential (RS-1)
- Parcels
- Rezone Area



0 250 500 1,000 Feet

Map produced by the Wood County Department of Planning and Zoning for reference purposes only (AD-2021)





# Attachment 2: Proposed Zoning

Town of Saratoga, Wood County, WI  
(ZA-2022-001)

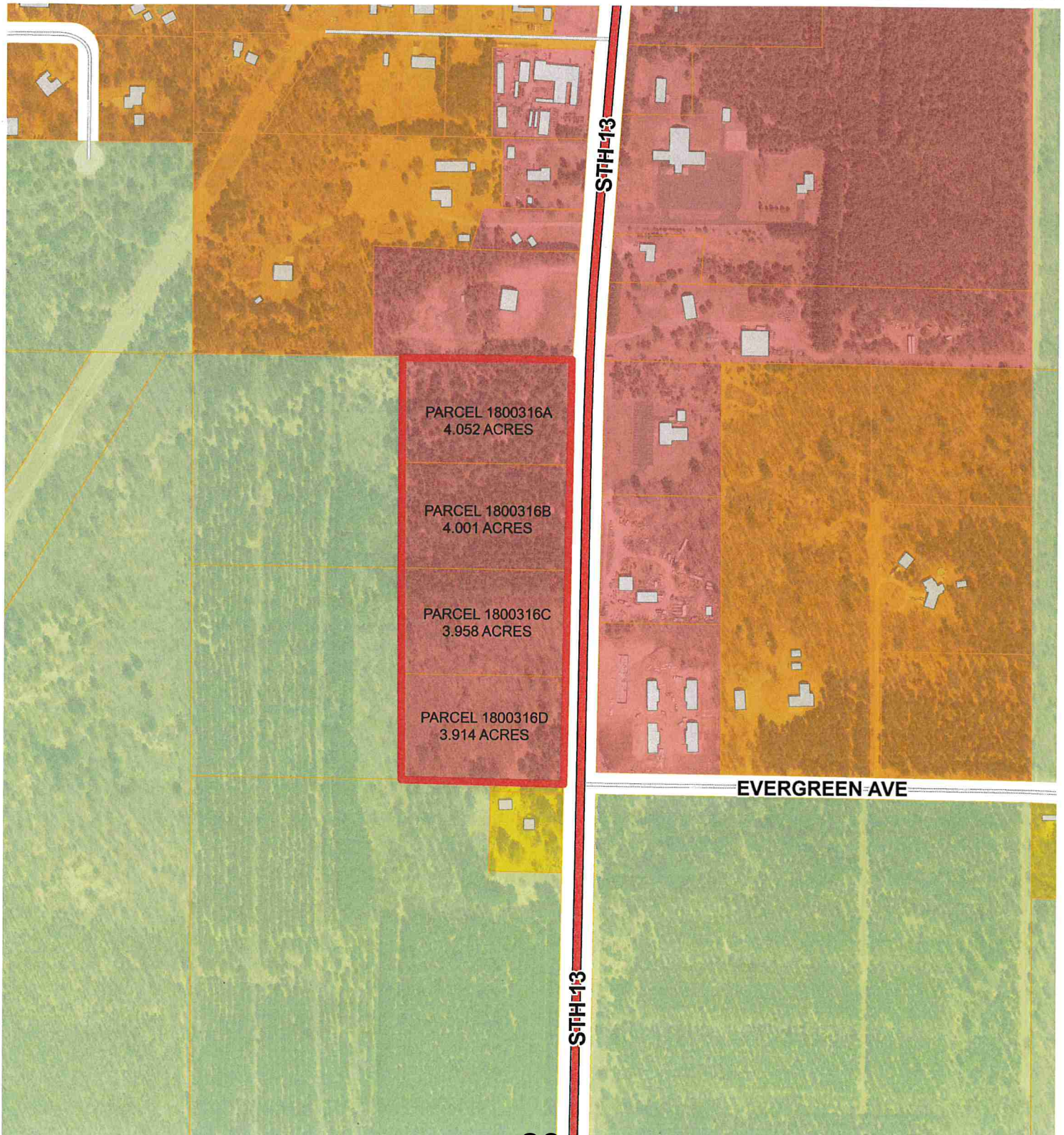
## Legend

- Highway Commercial (HC)
- Rural Preservation (RP)
- Rural Suburban Residential (RR-1)
- Suburban Residential (RS-1)
- Parcels
- Rezone Area

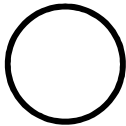


0 250 500 1,000 Feet

Map produced by the Wood County Department of Planning and Zoning for reference purposes only (AD-2021)







RESOLUTION#

Introduced by  
Page 1 of 1

CEED Committee

ITEM#  
DATE June 21, 2022  
Effective Date June 21, 2022

Motion:

Adopted:

1<sup>st</sup>

Lost:

2<sup>nd</sup>

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by:

PAK

, Corp Counsel

Reviewed by:

, Finance Dir.

ARD

INTENT & SYNOPSIS: Approve a zoning amendment to the Town of Saratoga Official Zoning Map.

FISCAL NOTE: None.

WHEREAS, the Town of Saratoga adopted and administers a zoning ordinance to promote the health, safety, aesthetics, prosperity, and general welfare of the town; and

WHEREAS, pursuant to § 60.62(3)(a) Wis. Stats., in counties having a county zoning ordinance, no town zoning ordinance or amendment of a zoning ordinance may be adopted unless approved by the County Board of Supervisors; and

WHEREAS, on April 22, 2022 the Town of Saratoga submitted a zoning map amendment/rezone to the Wood County Department of Planning and Zoning for review and approval pursuant to the Wis. Stats.; and

WHEREAS, county review and decision concerning approval or disapproval of a town zoning amendment is limited to cases of abuse of discretion, excess of power, or error of law; and

WHEREAS, the Wood County Department of Planning and Zoning reviewed the information submitted by the Town of Saratoga and finds the town adhered to the process for zoning amendments as outlined in the Wis. Stats.; and

WHEREAS, the Wood County Department of Planning and Zoning finds no conflict with any county planning and zoning programs and ordinances; and

WHEREAS, on June 1, 2022 the Conservation, Education and Economic Development Committee (CEED) reviewed the request and recommended approval; and

THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors, pursuant to § 60.62(3)(a) Wis. Stats., hereby approves the following Town of Saratoga zoning map amendment/rezone:

- (1) Lots 1, 2, 3, and 4 of CSM 11072 (S17 T21N R6E)  
Parcel #: 1800316A, 1800316B, 1800316C, 1800316D  
Rezone from Rural Preservation (RP) to Highway Commercial (HC)

BE IT FURTHER RESOLVED, that the Wood County Department of Planning and Zoning forward a certified copy of this resolution to the Clerk of the Town of Saratoga for inclusion in their records.

( )

BILL LEICHTNAM, (Chair)

DAVE LAFONTAINE

JAKE HAHN

TOM BUTTKE

LAURA VALENSTEIN

Adopted by the County Board of Wood County, this 21st day of June 20 22 .

County ClerkCounty Board Chairman



## DEPARTMENT OF PLANNING AND ZONING

**DATE:** June 1, 2022  
**TO:** Conservation, Education & Economic Development Committee (CEED)  
County Board of Supervisors  
**FROM:** Adam DeKleyn, County Planner  
**RE:** Town of Sigel - Zoning Map Amendment (Rezone)

### STAFF MEMORANDUM

#### Introduction:

The Town of Sigel adopted and administers their own town zoning ordinance. On May 10, 2022 the Town submitted a zoning map amendment/rezone to the Wood County Department of Planning and Zoning (P&Z) for review and approval. Request is further discussed herein.

#### Background:

Wood County adopted the Wood County Zoning Ordinance #700. This ordinance is in effect in all 22 towns within its jurisdiction. In counties having a county zoning ordinance, no town zoning ordinance or amendment of a zoning ordinance may be adopted unless approved by the County Board of Supervisors Wis. Stat. §60.62(3)(a). This rule also applies to town zoning map amendments, also known as rezones.

#### Analysis:

Parcel # 2100343, NE1/4 of the SW1/4 (S18 T23N R5E)

Existing zoning on the above referenced parcel is Agricultural (A) (*Attachment 1*). The request is to rezone the parcel, a total of approximately 40 acres, to Conservancy (CON) (*Attachment 2*). The purpose of the rezone is to provide for the future preservation of the natural resources on the property. The property owner has been working with the USDA - NRCS, DNR, USACE and a private wildlife habitat consulting firm to return the property to its natural mix of wetland, prairie, lowland shrub and timber - essentially transforming the property from agricultural use to strictly wildlife habitat. The [Town of Sigel Comprehensive Plan - Future Land Use Map](#) (pg. 95) identifies this area for future residential development. However, this site has severe development constraints and would not be feasible for higher density residential development. Wood County Shoreland Zoning also applies in areas of the parcel under discussion.

The Town Plan Commission held a public hearing and recommended approval of the zoning amendment on May 3, 2022. Subsequently, the Town Board approved the zoning amendment on May 4, 2022. The final step in the process is approval or disapproval by County Board.

#### Conclusions & Recommendations:

County review and decision concerning approval or disapproval of a town rezone is limited to cases of abuse of discretion, excess of power, or error of law. Based on the information submitted to the P&Z, the Town of Sigel adhered to the process for zoning amendments as outlined in the Wis. Stats. Additionally, I find no conflict with any existing county planning and zoning programs or ordinances. I will recommend that the Town of Sigel amend their Future Land Use Map for consistency purposes as required by law.

**P&Z has reviewed the request and recommends forwarding the attached resolution (*Attachment 3*) to the County Board of Supervisors, approving a zoning amendment to the Town of Sigel Official Zoning Map, with a favorable recommendation.**

#### Attachments:

1. Existing Zoning Map
2. Proposed Zoning Map
3. Resolution (ZA-2022-02)




# Attachment 1: Existing Zoning

Town of Sigel, Wood County, WI  
(ZA-2022-002)

## Legend

 Agricultural (A)

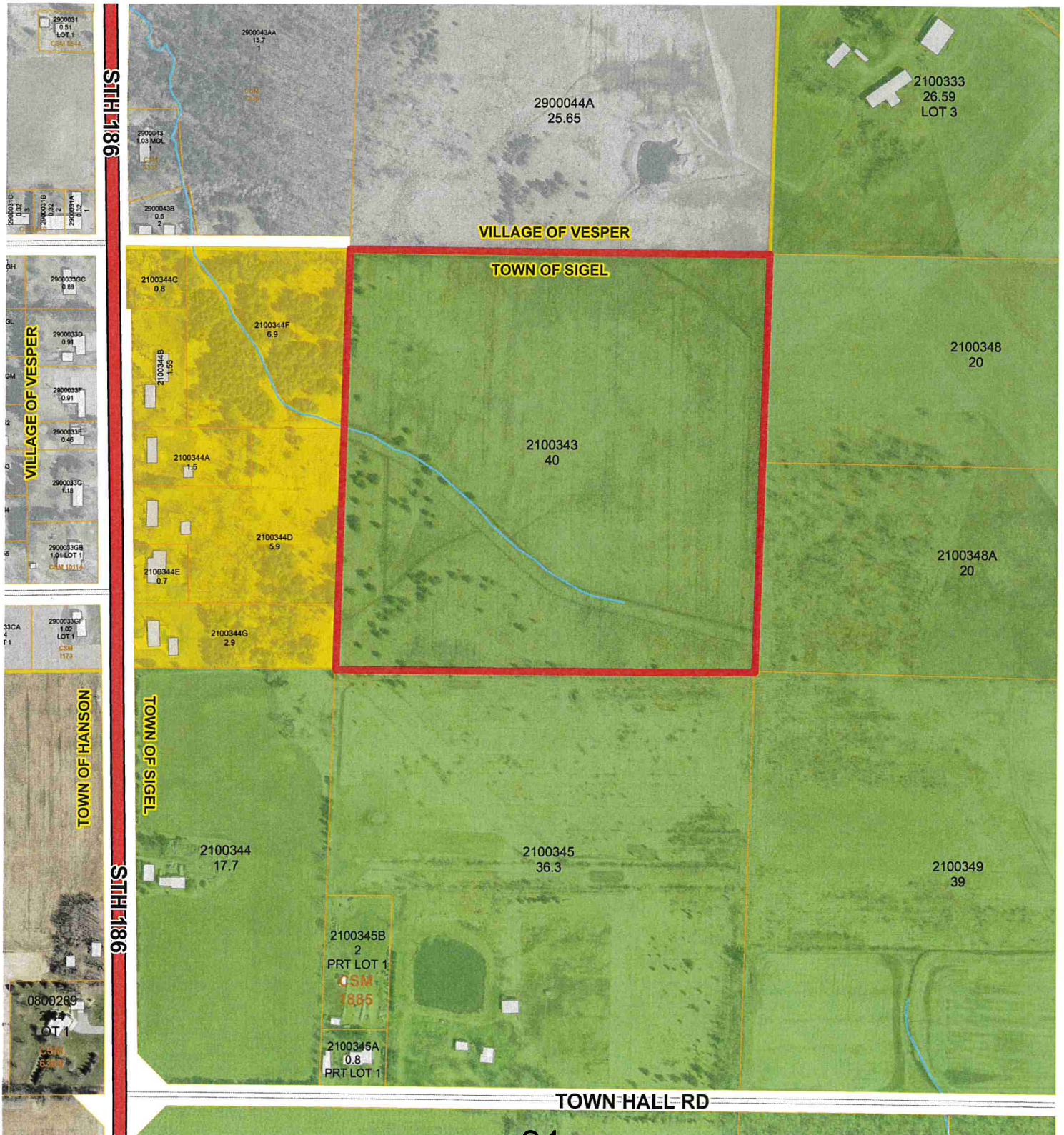
 Residential (R)

 Rezone Area



0 250 500 1,000 Feet

Map produced by the Wood County Department of Planning and Zoning for reference purposes only (AD-2022)





# Attachment 2: Proposed Zoning

Town of Sigel, Wood County, WI  
(ZA-2022-002)

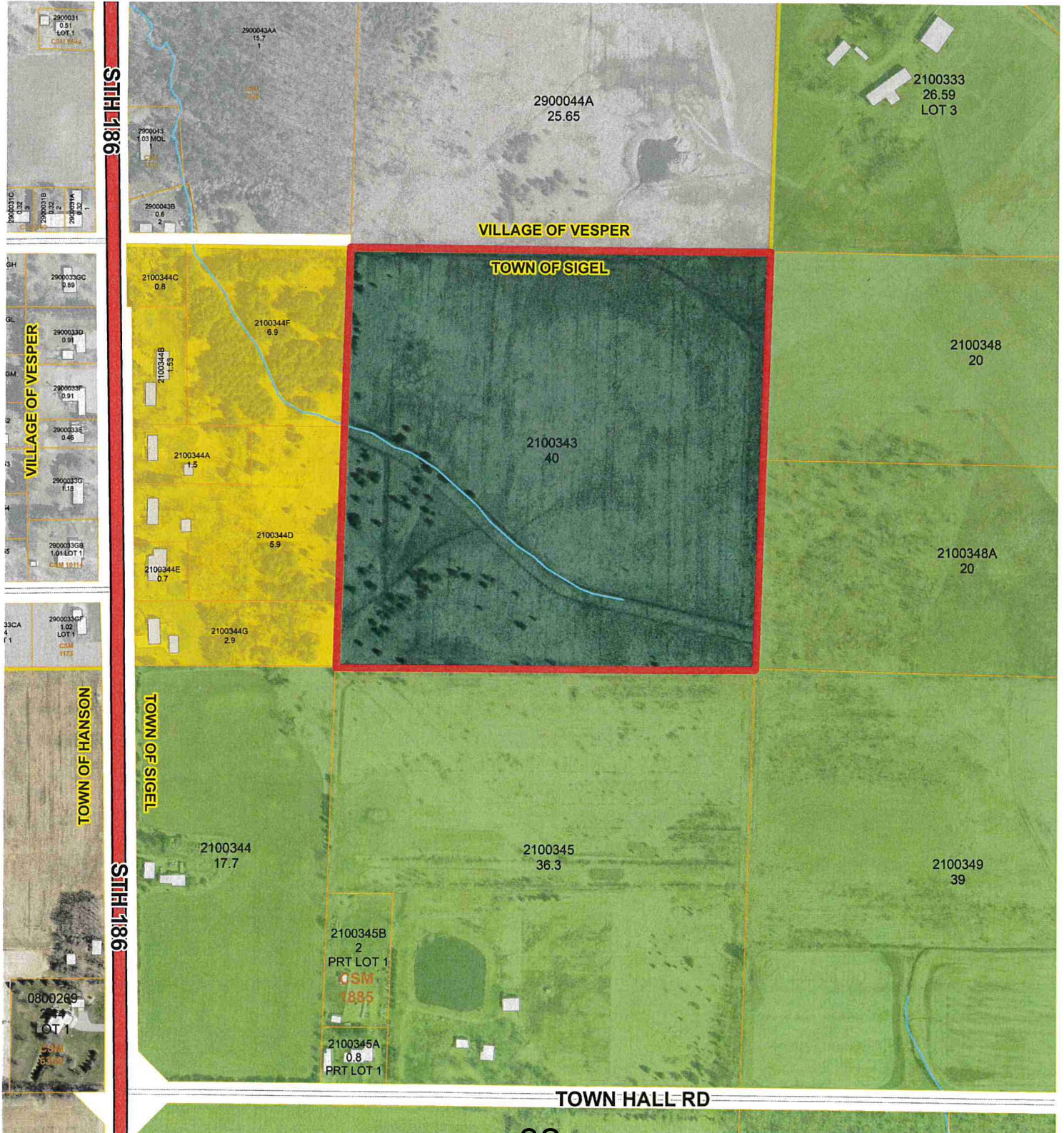
## Legend

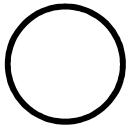
- |  |   |
|--|---|
|  Agricultural (A) |  Conservancy (CON) |
|  Residential (R)  |  Rezone Area       |



0 250 500 1,000 Feet

Map produced by the Wood County Department of Planning and Zoning for reference purposes only (AD-2022)





RESOLUTION#

Introduced by  
Page 1 of 1

CEED Committee

ITEM#  
DATE June 21, 2022  
Effective Date June 21, 2022

Motion:

Adopted:

1<sup>st</sup>

Lost:

2<sup>nd</sup>

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by: PAK, Corp Counsel

Reviewed by: , Finance Dir.

ARD

INTENT & SYNOPSIS: Approve a zoning amendment to the Town of Sigel Official Zoning Map.

FISCAL NOTE: None.

WHEREAS, the Town of Sigel adopted and administers a zoning ordinance to promote the health, safety, aesthetics, prosperity, and general welfare of the town; and

WHEREAS, pursuant to § 60.62(3)(a) Wis. Stats., in counties having a county zoning ordinance, no town zoning ordinance or amendment of a zoning ordinance may be adopted unless approved by the County Board of Supervisors; and

WHEREAS, on May 10, 2022 the Town of Sigel submitted a zoning map amendment/rezone to the Wood County Department of Planning and Zoning for review and approval pursuant to the Wis. Stats.; and

WHEREAS, county review and decision concerning approval or disapproval of a town zoning amendment is limited to cases of abuse of discretion, excess of power, or error of law; and

WHEREAS, the Wood County Department of Planning and Zoning reviewed the information submitted by the Town of Sigel and finds the town adhered to the process for zoning amendments as outlined in the Wis. Stats.; and

WHEREAS, the Wood County Department of Planning and Zoning finds no conflict with any county planning and zoning programs and ordinances; and

WHEREAS, on June 1, 2022 the Conservation, Education and Economic Development Committee (CEED) reviewed the request and recommended approval; and

THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors, pursuant to § 60.62(3)(a) Wis. Stats., hereby approves the following Town of Sigel zoning map amendment/rezone:

- (1) NE ¼ of the SW ¼ of S18 T23N R5E
- Parcel #: 2100343
- Rezone from Agricultural (A) to Conservancy (CON)

BE IT FURTHER RESOLVED, that the Wood County Department of Planning and Zoning forward a certified copy of this resolution to the Clerk of the Town of Sigel for inclusion in their records.

{ }

BILL LEICHTNAM, (Chair)

DAVE LAFONTAINE

JAKE HAHN

TOM BUTTKE

LAURA VALENSTEIN

Adopted by the County Board of Wood County, this 21st day of June 20 22 .

County Clerk

County Board Chairman





## 2023 Economic Development Grant Timeline

## June 1<sup>st</sup> CEED Meeting:

- Approve grant application
- Review last year's grant numbers & applicants

### Next steps:

- Post grant notice on Wood County website w/July 8, 2022 deadline

## **“Economic Development Grants – Application Deadline Friday July 8, 2022**

Wood County through the Conservation, Education and Economic Development Committee (CEED) will be providing grant funds for economic development projects in the County for 2023. Eligible applicants include any organization that collaborates with the County on economic development projects or initiatives. Projects should be consistent with and support the *Wood County Wisconsin Rural Economic Development Plan*. The Plan can be found at

<https://wood.extension.wisc.edu/files/2021/04/Wood-County-REDI-Plan-FINAL-April-2021.pdf>

The total amount of County funds allocated towards the grants has not been determined yet. More details regarding the grant and eligible projects can be found by clicking on the form fillable application below. **All applications are due by 4:30pm on Friday July 8, 2022.** Please direct any questions to Jason R. Grueneberg, Director of Planning & Zoning at 715-421-8466 or [jgrueneberg@co.wood.wi.us](mailto:jgrueneberg@co.wood.wi.us)

Submit completed applications to [vwilson@co.wood.wi.us](mailto:vwilson@co.wood.wi.us)."

-Email economic development partners about grant applications

-Set up special CEED meeting to review grant applications after July 8, 2022 deadline.

#	Pages	Wood County Proposed Economic Development Grant Requests for 2022	Description of project	2022 Total Grants Requested	2022 CEED Approved 08/17/2021
		<i>REDI Grant Implementation</i>			<i>\$50,000.00</i>
1	<b>2-5</b>	<i>C2 Makerspace</i>	Start-up lab prep	\$30,000.00	<b>\$30,000.00</b>
2	<b>6-13</b>	<i>Marshfield Economic Development Board</i>	City Subdivision for Marshfield	\$80,000.00	<b>\$50,000.00</b>
3	<b>14-16</b>	<i>Marshfield Economic Development Board</i>	Housing Economic Impact for Mfld	\$10,000.00	<b>\$0.00</b>
4	<b>17-19</b>	<i>Marshfield Economic Development Board</i>	Lake Economic Impact for Marshfield	\$15,000.00	<b>\$0.00</b>
5	<b>20-26</b>	<i>City of Pittsville</i>	Building Incentive Program	\$30,000.00	<b>\$30,000.00</b>
6	<b>27-37</b>	<i>City of Pittsville</i>	LED Message Board	\$20,000.00	<b>\$10,000.00</b>
7	<b>38-43</b>	<i>City of Pittsville</i>	Outdoor Recreational Rink-Shelter	\$5,000.00	<b>\$0.00</b>
8	<b>44-50</b>	<i>Heart of Wisconsin Chamber of Commerce</i>	General Funding for Economic Dev	\$19,500.00	<b>\$19,500.00</b>
9	<b>51-53</b>	<i>HOW, MACCI, Visit WR &amp; Visit Mfld</i>	Marketing	\$4,000.00	<b>\$4,000.00</b>
10	<b>54-61</b>	<i>Marshfield Chamber Foundation</i>	General Funding for Economic Dev	\$19,500.00	<b>\$19,500.00</b>

11	<b>62-73</b>	<i>Marshfield Municipal Airport (Roy Shwery)</i>	General Funding for Economic Dev	\$10,000.00	<b>\$10,000.00</b>
12	<b>74-76</b>	<i>Town of Dexter Board</i>	Informational Kiosk	\$2,850.00	<b>\$2,850.00</b>
13	<b>77-78</b>	<i>Town of Milladore</i>	Blenker Road from Hwy 10 to Trestik DR	\$2,885.00	<b>\$2,885.00</b>
14	<b>79-80</b>	<i>Town of Milladore</i>	Trestik Drive from Blenker Rd to Mayflower	\$4,129.45	<b>\$4,129.45</b>
15	<b>81-82</b>	<i>Town of Saratoga</i>	Seed Money	\$15,000.00	<b>\$0.00</b>
16	<b>83-86</b>	<i>Town of Saratoga</i>	Nepco Lake Rest Area	\$30,000.00	<b>\$20,000.00</b>
17	<b>87-88</b>	<i>South Wood County Airport Commission</i>	General Funding for Economic Dev	\$10,000.00	<b>\$5,000.00</b>
18	<b>89-90</b>	<i>Wisc Rapids Area Convention &amp; Visitors Bureau</i>	State Fair Booth	\$3,000.00	<b>\$3,000.00</b>
19	<b>91-93</b>	<i>Village of Port Edwards</i>	Dog Park	\$46,000.00	<b>\$0.00</b>
20	<b>94-97</b>	<i>Village of Port Edwards</i>	Kayak Put-Ins	\$36,500.00	<b>\$15,000.00</b>
21	<b>98-99</b>	<i>Wood County Highway</i>	Phase III ATV route/trail system	\$40,000.00	<b>\$20,000.00</b>
		<b>Total</b>		<b>\$433,364.45</b>	<b>\$295,864.45</b>





Questions regarding eligible funding or this application should be directed to:  
Jason R. Grueneberg, Director at 715-421-8478 or [jgrueneberg@co.wood.wi.us](mailto:jgrueneberg@co.wood.wi.us)

*Completed Applications should be emailed to Victoria Wilson at [vwilson@co.wood.wi.us](mailto:vwilson@co.wood.wi.us)*

Contact Person Telephone: [Click here to enter text.](#) Email: [Click here to enter text.](#)

(If you require additional space, attach separate sheet.)

--

37

*conduct 25 business prospects leading to the establishment of 2 new local businesses creating 10 full time jobs; County funding contributed to funding an entrepreneurial boot camp that led to the development of 12 business plans and the creation of 2 businesses employing 6 people.*

(If you require additional space, attach separate sheet.)

--

### **Funding Request Summary – Program/Project**

(If you require additional space, attach separate sheet.)

	Requested Funding	Total Organization Budget	Other Funding – e.g. grants, volunteers, donations
Wages & Benefits			
Office Supplies & Expenses			
Professional Services			
Misc. or Other			
Total			

**Project Reporting Requirement** - As a reporting requirement of receiving a Wood County Economic Development Grant, a 1-page summary program or project report will be prepared and presented to the Wood County Conservation, Education, and Economic Development Committee in 2022. Funding will not be released to the applicant prior to the reporting requirement being met.

**This reporting requirement can be coordinated by contacting *Jason R. Grueneberg, Director* at 715-421-8478 or [jgrueneberg@co.wood.wi.us](mailto:jgrueneberg@co.wood.wi.us)**

# UW-Madison, Division of Extension – Wood County

Overview for Extension, Education, Economic  
Development - May 2022



Extension  
UNIVERSITY OF WISCONSIN-MADISON

# About UW-Madison Extension



History of Extension



# **Extension's Purpose** to which we commit...

We teach, learn, lead and serve, connecting people with the University of Wisconsin–Madison, and engaging with them in transforming lives and communities



# Extension's Mission

Extension embodies the Wisconsin Idea by partnering to develop and connect the research and educational resources of UW-Madison with residents and communities to address local, statewide and national issues.



# Collaboration with UW-Madison

Educators translate research from specialists and faculty at UW-Madison into practical solutions for local needs. Extension delivers a statewide network of outreach that can support Campus research needs.





# Statewide Network

Extension has deep local ties that develop regional and statewide networks able to respond to emerging issues. Working in and with communities allows Extension to connect research and resources directly to affected populations and areas.





# Extension's Work

## County-Based Services

- County Extension Offices located in 71 Counties and 3 Tribal Nations. Educators live in the communities and understand local issues and needs
- Area Extension Directors provide administrative oversight to four counties in Central WI



# Extension's Work

## Wisconsin 4-H

- Active in all 71 counties
- Serves 48,500 4-H youth members
- Engages 10,000 adult 4-H volunteers who provide leadership to youth club members

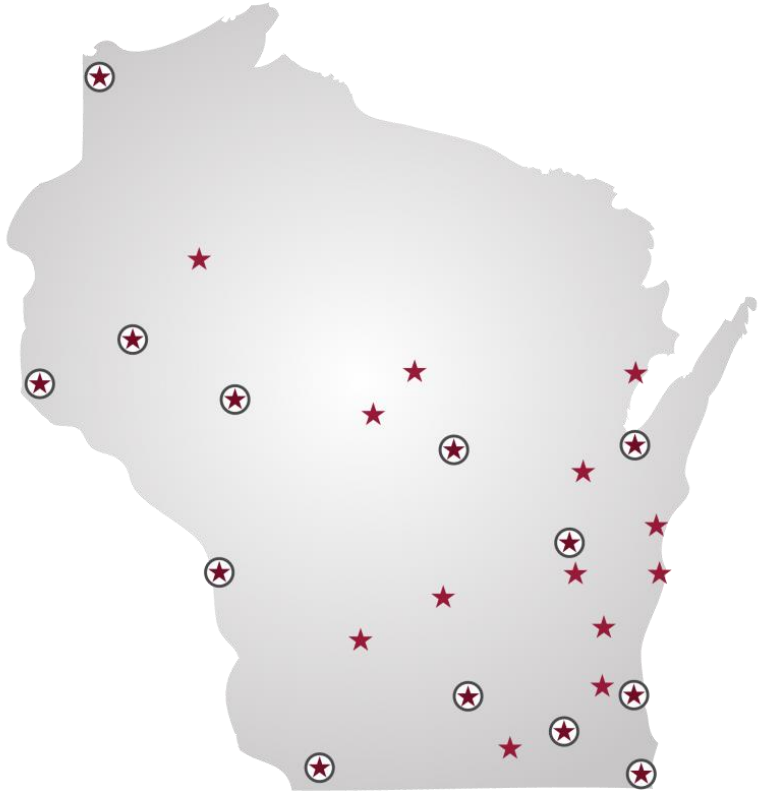
## FoodWise

- Nutrition education conducted in partnership with 108 local partners reaching 105,392 residents

## Master Gardener

- More than 2,600 volunteers teach gardening skills to neighbors and local communities, recording 169,000 hours of community service

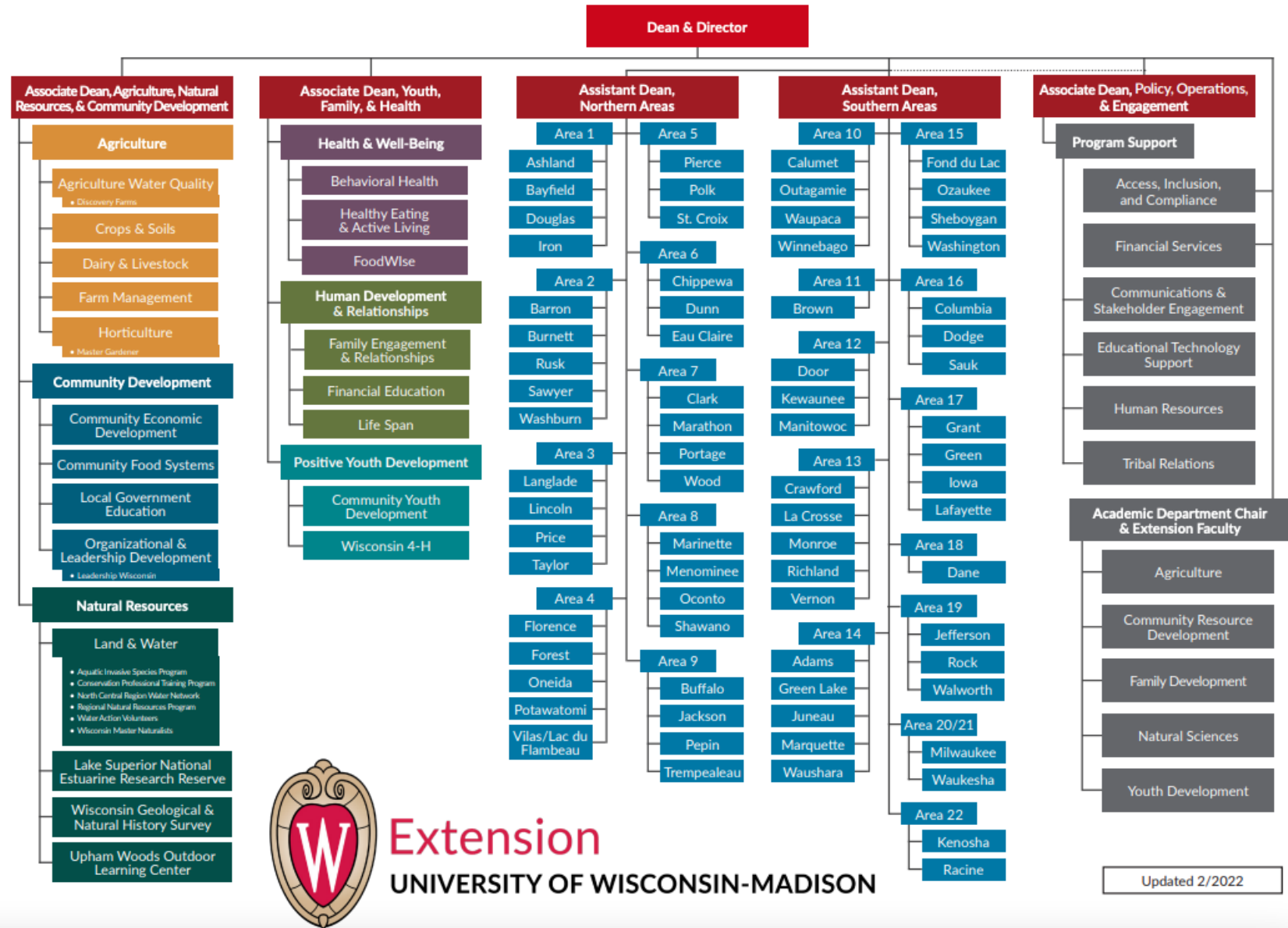




# UW-Madison Organizational Chart



# Extension's Work



**Extension**  
UNIVERSITY OF WISCONSIN-MADISON

Updated 2/2022



History of Extension



**Extension**  
UNIVERSITY OF WISCONSIN-MADISON

# Research & Programming



Extension Collaboration



# Agriculture Institute

- The Agriculture Institute works to achieve better results through research and outreach supporting livestock management, crops and soils, farm management and horticulture.
- We work hand-in-hand with farmers, businesses and communities to build stronger, more diverse farm and food systems. Whether on the farm or in the field, we're working together to develop sustainable solutions that drive economic growth and keep our state's thriving agriculture tradition strong.

## Agriculture Programs

- Crops & Soil
- Dairy
- Farm Management
- Horticulture
- Livestock



# Community Development Institute

- The Community Development Institute delivers educational programming that supports individuals, communities and organizations in realizing their fullest potential.
- With programs dedicated to building leadership capacity, strategic planning, training local government officials, economic development and community food systems, our Institute promotes civic engagement and social responsibility and empowers citizens to become leaders of transformative change.

## Community Development Programs

- Organizational & Leadership Development (Leadership Wisconsin)
- Local Government Education
- Community Food Systems
- Community Economic Development



# Human Development & Relationships Institute

- The Extension Institute for Human Development & Relationships supports families and communities through programming that encourages growth and understanding in the digital age.
- As a source of well-researched information on topics related to parenting, family relationships, child development, aging, housing and financial security, we provide positive and powerful training and tools that strengthen family bonds and enhance financial competence.

## Human Development & Relationships Programs

- Life Span
- Financial Education
- Family Engagement & Relationships



# Positive Youth Development Institute

- The Positive Youth Development Institute prepares the youth of today to become the effective, empathetic leaders of tomorrow.
- Our research-based programs give young people the hands-on experiences they need to develop an understanding of themselves and the world. From teens advising local government to Wisconsin 4-H clubs, we offer diverse educational opportunities that put youth on the path to success in Wisconsin and beyond.

## Wisconsin 4-H



UW-MADISON EXTENSION



# Health & Well-Being Institute

- The Health & Well-Being Institute works to catalyze positive change in Wisconsin families through evidence-based programs focused on nutrition, food security, food safety, chronic disease prevention, mental health, substance abuse and health insurance literacy.
- Rooted in both urban and rural communities, we're working together to help solve the state's most pressing well-being needs and to ensure that all Wisconsinites live stronger, healthier lives.

## Health & Well-Being Programs

- Behavioral Health
- Healthy Eating & Active Living
- FoodWise



UW-MADISON EXTENSION

# Natural Resources Institute

- The Natural Resources Institute helps individuals and communities coexist with and make the most of our state's rich water, mineral and forestry resources.
- Our programs harness leading-edge university research and a network of local, state and regional partnerships to ensure our resources remain strong, resilient and productive.
- From water and forestry programming to conservation training to citizen science and youth environmental education, we're working to ensure that our resources remain at the heart of our communities, economies and state identity.

## Natural Resources Programs

- Aquatic Invasive Species Program
- Conservation Professional Training Program
- North Central Region Water Network
- Regional Natural Resources Program
- Water Action Volunteers
- Wehr Nature Center Outreach Programs
- Wisconsin Master Naturalists
- Wisconsin Geological & Natural History Survey
- Lake Superior National Estuarine Research Reserve
- Upham Woods Outdoor Learning Center



# Funding



Extension Collaboration





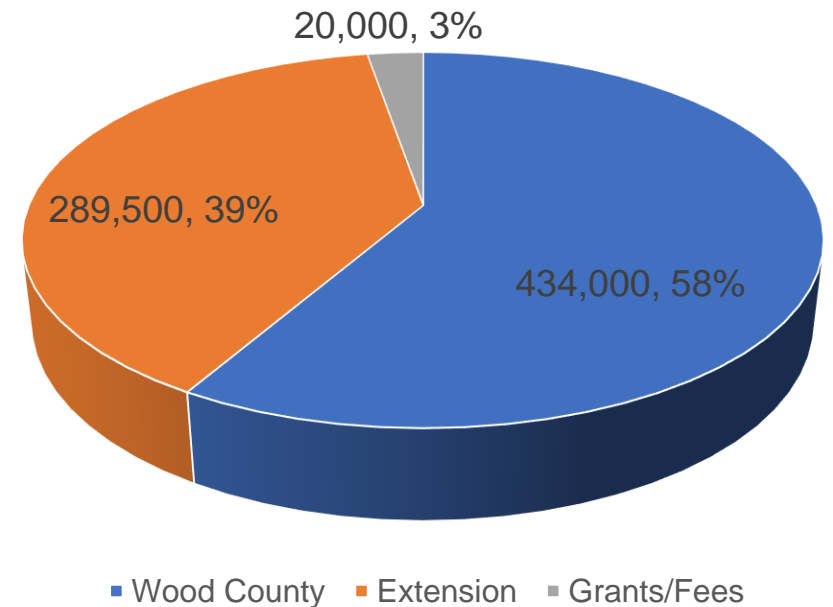
# How is the Division of Extension funded?

- The Division of Extension services are the product of multiple funding partners coming together to support our mission and vision. *(example: four-legged stool)*
- ☐ Wood County. Without the county's support, we would not be able to provide local services such as 4-H, Agriculture, Community Development, Natural Resources and Human Development.
- ☐ State of Wisconsin. Through the support of the UW System, of which UW-Madison and our Division are supported.
- ☐ US Federal Government. Through appropriations through the Smith-Lever Act, which established the national cooperative extension services through land grant universities, the State of Wisconsin receives nearly 9.60 million.
- ☐ Local/Regional/State/National Grants. The University and our committed staff are continuously looking for additional funding opportunities to support their work and to benefit the communities they serve.



# How is the Wood County office funded?

Funding Partner	Type of Fee	Financial Investment
<b>Wood County</b>	Educator / Staff Fees (on contract)	\$285,000
	Administrative Staff	\$107,000
	Operational Expenses	\$42,000
<b>Extension</b>	Educator Salaries & Fringe (on contract)	\$141,000
	FoodWise Salary & Fringe (~1.5 FTE)	\$115,000
	Area Director Salary & Fringe	\$30,000
	Technology & Support (MS Office, Adobe, Zoom, etc.)	\$3,500
<b>Other</b>	Grants & Donations (.5 FTE Associate 4-H Educator, Charges for Service, etc.)	~\$20,000



*\*These are not exact numbers and does not include additional services provided to the county and/or educators by state or regional specialists or program managers.*



# Wood County & Extension Partnership



## Together Everyone Achieves More



UW-Madison Extension



# Questions?



Extension  
UNIVERSITY OF WISCONSIN-MADISON

# Division of Extension – County Partnership Guidance

## August 1, 2021

### **THANK YOU TO THE MANY COUNTY CONTRIBUTORS WHO MADE THIS DOCUMENT POSSIBLE!**

*Feedback was received and incorporated from the Wisconsin Counties Association (WCA) Executive Committee including representatives from Eau Claire, Fond du Lac, Marathon, Sauk, and Wood Counties, as well as other counties who expressed interest in reviewing the draft document including: Pierce, Marinette and Columbia Counties. UW-Madison Division of Extension appreciates the feedback received to develop this 'living' foundational document that will continue to evolve into the future.*

### **OVERVIEW**

The 100+ year partnership between UW-Madison Division of Extension (Extension) and counties has endured a great deal of change and our partnership continues to be crucial in providing educational services to the people of Wisconsin. Changes have occurred among both partners over the years. And, the codification of the partnership in state statute (Chapter 59), has not evolved with the changes.

The purpose of this document is to serve as a foundation that allows a new Extension committee member, county board member, or the general public an understanding of the benefits and responsibilities of the partnership between Extension and counties.

This document is not a legal contract. It was developed with input from the Wisconsin Counties Association Executive Committee which includes several county representatives to be broad enough such that each of the 72 counties can see themselves within the context of the partnership. The document is also not meant to prescribe specific details, such as how many support staff an office should have for example. There are certainly many factors that influence decisions like that, and in partnership, Extension is open to engage in those discussions to determine the best solution.

Moving forward, with this foundational document in place, the next step will be to form an advisory committee to assist with identifying topics that need further updates and clarification. Extension will work with the Wisconsin Counties Association (WCA) and the Wisconsin Extension Association (WEXA), affiliated with WCA, to establish a process to select advisory committee members. The committee will convene on an annual basis to strategize and focus attention on the partnership items that need clarification so the document can continue to grow and develop as we identify new topics to include and as our relationship evolves over time.

Our hope is this document continues to provide clarity between the relationship and how we can cooperatively partner to better serve the people of Wisconsin in the future. Together we can achieve more!

# **Division of Extension – County Partnership Guidance**

[Preamble](#)

[Introduction](#)

[Purpose and Scope of Guidance](#)

[Extension Responsibilities](#)

[Role of the Area Extension Directors \(AEDs\)](#)

[Roles of Extension Employees](#)

[Role of AEDs and Performance Evaluations](#)

[Roles of Extension Volunteers](#)

[Administrative Duties serving the county](#)

[Partnering with the county to identify educational priorities](#)

[County Responsibilities](#)

[County Facilities](#)

[Office support](#)

[Supervision of County Employees](#)

[County Policy, Rules and Procedures](#)

[County Policy Impact on Extension](#)

[County Extension Oversight Committee](#)

[Mutual Responsibilities](#)

[Budget responsibilities](#)

[Hiring and Managing Vacancies](#)

[Professional Development](#)

[Nondiscrimination/Affirmative Action](#)

[Appendices](#)

[Our Purpose:](#)

[Link to Organization Chart -](#)

[Link to Division of Extension Staff Directory-](#)

[Link to Area Map w Director Names.pdf](#)

[136 County Contract template](#)



# Preamble

Change is inevitable, and over the past 100+ years, UW-Madison Division of Extension (Extension) and counties have evolved to continue to meet the ever changing educational needs of our local and statewide constituents. It is Extension's hope and aspiration to grow and evolve in concert with the counties.

Both county government and Extension have evolved since the authoring of Chapter 59.56, which captures the foundations of the relationship between Extension and counties in state statute.

Notable changes include:

- Since the late 1990's, Extension educators have been 100% state employees having one employer and a uniform benefits program, and not employees of both the county and the state as outlined in 59.56(3)(c);
- Some counties have combined Agriculture and Extension Committees with other county departmental committees, which varies from 59.56(3)(b);
- And, the focus of our shared educational work has evolved from what is listed in 59.56(3)(f) and has required that Extension education become more specialized and focused to meet the more complex local and state needs.

Additionally, there are many other elements of the Extension-County relationship that are not specifically codified in statute that have evolved over time.

We recognize the need to make sure our changes are evolving in partnership with counties. While we have been responsive to changing county needs, this is an optimal time to reconnect and strengthen the mutual understanding of our partnership. We have mutual interests and we both depend on our partnership to meet these needs. This document is focused on the nexus of this interdependence.

Together we will engage in discussions that create a common understanding among counties that partner with Extension to best address critical educational needs. We believe we mutually agree on many aspects of the relationship. We know we can strengthen the understanding around aspects that may be more complicated or have yet to be defined.

## **ANNUAL REVIEW PROCESS:**

This foundational document was reviewed by the Wisconsin Counties Association Executive Team which includes several county representatives in March of 2021. Several other counties also offered input. The next step will be to form an advisory committee to assist with identifying topics that need further updates and clarification. Extension will work with the Wisconsin Counties Association (WCA) and Wisconsin Extension Association (WEXA), affiliated with WCA, to establish a process to select advisory committee members consisting of Extension committee members and other critical decision-makers such as a county board chair, coordinator, administrator, or executive. The committee will convene on an annual basis to strategize and focus attention on the partnership items that need clarification so the document

can continue to grow and develop as we identify new topics to include and as our relationship evolves over time.

## Introduction

Extension has been part of the University of Wisconsin System since 1906 and hired its first county-based educator, E.L. Luther, in 1912 in Oneida County. Both Extension and Wisconsin counties have benefited from the strong partnership to provide an array of educational programs that continue to serve the people of Wisconsin wherever they live and work. Fundamental to our mission to fulfill the promise of the Wisconsin Idea, Extension extends the boundaries of the university to the boundaries of the state. We establish beneficial connections with all of our statewide stakeholders including our connection to UW-Madison and other UW campuses, and our partnerships with county and tribal governments, as well as with other public and private organizations. Our faculty and staff continue their impactful work across the state to enhance the quality of life for all Wisconsin residents. Our educators don't lecture or give grades in a typical classroom. Instead, we deliver education to people where they live and work – on farms, in schools, in community centers and other locations that are convenient for people both virtually and/or face-to-face. Extension educators also engage with civic groups and county boards, write newspaper columns, participate in radio and TV programs, facilitate meetings and build coalitions to solve complex, high priority community needs. Extension brings the research, knowledge and resources of the University of Wisconsin to your community.

## Purpose and Scope of Guidance

With over 100+ years of a successful partnership between Extension and counties, we understand there is a benefit of clearly defining the roles and responsibilities of the partnership so we can mutually meet the needs of the residents across Wisconsin. More specifically we hope this document serves to:

- Describe the types of services and programs that Extension provides to the county, based upon the level of educational services that the county agrees to invest in;
- Describe the types of services and resources the county will provide to host an Extension office in their county;
- Standardize the processes, responsibilities, and lines of authority between Extension and the county

## Extension Responsibilities

### Role of the Area Extension Directors (AEDs)

Extension fully invests in Area Extension Directors (AEDs) who oversee an area comprising from one to five counties each (Area Map with Directors is on page 13 of this document). These administrative positions are responsible for partnership management, staff development, financial management and program coordination.

Through the many interactions the AED has with county partners and local educators, the AED develops a solid understanding of the local needs and county priorities and helps to align Extension educational programs to ensure the programs address county needs. Educators also communicate local needs to their programmatic Institutes which collectively identify opportunities to address statewide needs. Some additional primary duties of the AED include:

- They serve as the county Extension Department Budget Officer and Administrative Officer for the counties in their area. Specific signatory authority is agreed to by the county to allow the AED to serve in this capacity.
- They are the hiring authority of Extension staff and serve as the direct supervisor of Extension educators, conducting annual and mid-point performance evaluations with each Extension employee.
- They are responsible for the regular operations of county Extension offices and provide oversight to county staff within the office.
- They support educators and staff who direct Extension volunteers. They engage when volunteer behavior concerns expand beyond coaching or if dismissal of the volunteer is warranted.
- They monitor and manage risk and liability situations that might arise.

## Roles of Extension Employees

Fundamental to our mission to fulfill the promise of the Wisconsin Idea, Extension extends the boundaries of the university to the boundaries of the state. We establish beneficial connections with all of our statewide stakeholders including our connection to UW-Madison and other UW campuses, and our partnerships with county and tribal governments, as well as with other public and private organizations.

Extension faculty and staff educators assess local and statewide needs to develop and deliver educational programs that transform the lives of people in communities, with emphasis on addressing the local needs of youth, families, government, agriculture, businesses and others. Educators bring research-based information backed by one of six academic disciplines housed within Extension.

Informational brochures that highlight the educational outreach of Extension and each institute are listed below. An embedded link will take you to the specific page:

- [Division of Extension overview](#)
- [Agriculture Institute](#)
- [Community Development Institute](#)
- [Health & Well-Being Institute](#)
- [Human Development & Relationships Institute](#)
- [Natural Resources Institute](#)
- [Positive Youth Development Institute](#)

Institutes not only serve as the programmatic home of Extension employees but also include expertise from faculty and staff integrated with UW-Madison and other UW-colleges. This provides access to cutting-edge research and knowledge around issues that matter to the people of Wisconsin. Educational programs that are hosted at the local level are based on sound research-based knowledge.

Educational services are broadly defined and include the work that is included in an annual work plan for a particular educator in a geographic location. Educators, as state employees, have both county and state responsibilities and expectations, including participating on teams and/or research activities that support programming that benefits audiences statewide as well as locally.

The county will be a partner in identifying key educational priorities for Wisconsin residents, and in collaboration with Extension leadership, counties will identify local educational priorities for their communities. Experience has demonstrated that local priorities often align well with statewide priorities.

## Role of AEDs and Performance Evaluations

Employees hired by Extension as part of the 136 County Contract are employees of Extension. They are subject to Extension personnel rules, policies, and procedures. Faculty, academic staff and university staff follow the guidance and policy appropriate to their respective appointment in Extension.

The AED is responsible for performance evaluations of Extension academic staff and University staff working in the county. Faculty are reviewed by their Academic Department Chair or Section Chair of their department. The county Extension oversight committee is encouraged to provide performance feedback for all the county-based educators to the AED to consider when conducting their review. And, the oversight committee is encouraged to raise concerns as well, although performance remediation of Extension staff is confidential, similar to county staff performance.

In some cases, through negotiation with the county, additional staff such as area or regional outreach specialists may be housed in a county office if space is available. The county benefits by having that additional resource located in their county. Terms and conditions will be negotiated by the AED between the county and Extension in those cases.

## Roles of Extension Volunteers

Extension benefits from and relies on nearly 11,000 volunteers who serve to increase the educational delivery of programs in counties across the state. Any individual who meets Extension's definition of a volunteer and completes all registration requirements is considered an Extension volunteer.

Volunteers are an essential component of Extension's outreach. Extension enhances its ability to impact the lives of people in all areas of Wisconsin through the efforts of volunteers. Since volunteers represent Extension while providing the service outlined in their volunteer agreement letters, they must abide by the rules, regulations, and policies set by the University of Wisconsin-Madison, Division of Extension, and the State of Wisconsin. These include, but are not limited to Extension's Volunteer Behavior Expectations. In addition, volunteers must comply with federal nondiscrimination laws and policies. All volunteers are accountable to Extension while volunteering in Extension programs.

In support of the volunteers, Extension provides management, oversight, training, liability insurance and other benefits for volunteers while working in the capacity as an Extension Volunteer. Both Extension employees and volunteers are covered by Extension liability insurance while working to accomplish Extension's mission.

## Administrative Duties serving the county

The AED has the privilege of serving as the county Extension Department Budget Officer and Administrative Officer for the counties in their area. The AED is often viewed by the county as the office Department Head in the county. In most situations, counties provide AEDs a Delegation of Authority (DoA) to provide signatory authority for Extension related county accounts and business activities for the county Extension office. A DoA formally authorizes and codifies this role with the county. The DoA document can be updated at any time. In some counties, the signature authority is maintained with a county employee or other designee. The county is asked to confirm the amount of signature authority it authorizes to the AED as a means to fulfill many of the roles of managing the office budget. Because most AEDs serve multiple counties, the AED may partner with an office staff member to assist with the day-to-day management of the office.

## Partnering with the county to identify educational priorities

Assessing current and future educational needs is an ongoing process that counties, AEDs, local educators, program managers, and Institute Directors consistently engage in. This is often done through a more formal needs-assessment process which is broadly distributed to solicit input. Results are shared with key stakeholders. In addition, needs-assessment also occurs informally through normal daily conversations and monitoring of local and statewide trends.

Extension educators are asked to annually update their work plans and goals that serve the identified needs of residents within their geographic area, and contributions to statewide teams and programs. Educators regularly share summaries of programmatic goals and updates with their respective Extension oversight committee. Oftentimes situations arise in a given year which may require an adjustment to their work plan. The Extension committee will be kept abreast of changes throughout the year as the AED and/or educators share updates about programming and accomplishments.

Extension utilizes a program recording system to capture the outcomes and impacts from educators. This data is used by AEDs to develop monthly and annual reports. Special reports can be developed as requested throughout the year. In many rural counties, educators provide a written or oral report to the committee as frequently as monthly. In other situations, reports may be quarterly or even annually. Extension Committees should engage with their AED to strategize on how we can best share the impact and programs that are delivered to the county stakeholders.

# County Responsibilities

## County Facilities

The county agrees to provide office space, meeting space, telephone, computer, network connections for email and other communications, software, and other general office supplies. Extension does not dictate the level of support necessary from the county, but would expect comparable support as other county departments; adjusted for size.

In many cases this includes:

- Office and educational meeting room space.
- Adequate supplies for office and educational programming needs.
- Access to computers, internet, and other necessary office and educational equipment.
- Adequate storage space for equipment, publications, program files.

## Office support

Support staff provide a critical function within the county Extension office. They are typically the first person that members of the public interact with. They can quickly identify which educator or resource may be able to further answer the person's question. They also provide assistance for program material preparation, marketing and outreach of educational programming, data-base entry of participants and enrollment, mailings of newsletters and other critical roles that help support the efficiency and effectiveness of the office and the educator's work.

The county agrees to provide adequate local office support. Again, although Extension does not offer a formula for determining the number of support staff the county should invest in, a minimum level of staffing would include one support staff. We would ask the following minimum support be provided for each Extension office:

- Support the administrative needs of the office
- Meet the program support needs of the educators

Extension is beginning to explore and pilot new support staff models with some counties. For example, a support staff hired as an Extension employee on the 136 contract. These positions continue to be fully county-funded but this adds additional benefits:

- Eliminates the risk associated with an AED supervising a county support staff employee, especially through performance issues.
- The support staff member would have access to all the software licenses that educators have access to including Microsoft Office, Zoom, Qualtrics and other educational-related software resulting in a cost savings for the county and more uniformity with Extension staff.
- The support staff member directly utilizes all of the same processes and systems of Extension employees

## Supervision of County Employees

County support staff typically function at a high capacity as part of an effective office Extension team. When performance is high, there are rarely challenges with an AED providing support



and guidance for county support staff. In recent years Extension has become increasingly aware of the potential risk and liability of having an AED supervise a county employee, especially through performance concerns. The county will need to ensure that performance reviews of county employees are managed appropriately in the partnership. Support staff are part of the office team, which is important for the effectiveness of the Extension office. However, while Extension can contribute feedback and input for performance evaluations of support staff, Extension needs to work in partnership with the county HR department on county staff performance reviews.

An AED **can serve as a supervisor of function** for county employees within the office, but **cannot serve as the supervisor of record**. This adds a level of risk and liability for Extension and the county. Performance and disciplinary actions with support staff must be, and are best led, by the county. Again, in most situations the AED benefits by the engagement of support staff as part of the team. It's in the rare cases of performance issues with a county employee that the AED cannot be their 'supervisor' during that process.

## County Policy, Rules and Procedures

Similar to the guidance above regarding Extension staff and employees, any individuals who are employed by the county are county employees and are subject to applicable county personnel rules, policies and procedures. Likewise, any volunteer who works on behalf of the county to further the purposes of the county will be considered a volunteer of the county.

The county will be responsible for ensuring that its employees and volunteers take affirmative steps to make it clear that they are employees or volunteers of the county. And, similar to the protections afforded to employees and volunteers that work on behalf of Extension, the county shall be liable for the acts and omissions of its **employees** and **volunteers** while acting within the scope of their employment or volunteer role.

## County Policy Impact on Extension

Counties, as well as Extension, have developed work-related policy. Extension staff housed in a local Extension office are users of county-based technology, facilities and may have other county-based services potentially including the use of a county purchasing card for business. County-based Extension staff will abide by policy that relates to privileges afforded by the county. This may include but is not limited to:

- Technology use
- Keys to access the building
- Driving authorization if using a county vehicle

Similarly, Extension also has work-related policy that all Extension staff are expected to follow. There may be an overlap of some programs, such as Sexual Harassment training, technology/cybersecurity training, drivers authorization (for personal vehicle which is the norm for most staff). Extension staff will accept responsibility for county policy as it applies to their roles.

## County Extension Oversight Committee

Each county Extension department should have an Extension oversight committee for policy and decision making as described in state statute. In a majority of counties, a dedicated committee is assigned for the Extension department. In other cases, counties have a committee that oversees several departments including Extension. The oversight committees provide valued feedback to Extension on educational priorities and staffing decisions.

Committee business such as agenda creation and minute taking is a county government function and is the responsibility of the county. The county Extension oversight committee should take the lead role in developing their committee agendas and taking minutes during their meetings. If support is needed for taking minutes during the meeting, the committee chair should work with their county clerk to explore options, such as the use of the county support staff. AEDs will engage and partner with the committee on agenda creation, to highlight the work that Extension educators are conducting in the area and on budget development and approvals, etc.

The county Extension Oversight Committee is encouraged to provide feedback for all of their Extension educators to the AED. Ideally, feedback is provided as close to the time when the observation is made, rather than just prior to a performance review. That way the AED can share celebrations and address concerns as quickly as possible with the staff member. Performance remediation of Extension staff is confidential, similar to county staff performance.

## Mutual Responsibilities

### Budget responsibilities

Extension provides co-funding for most educator positions. Counties purchase Extension's educational services through the 136 County Contract ([136 County Contract template](#)). This contract is updated and authorized annually for the calendar year. If both partners have adequate resources, positions can be co-funded based upon an annually established fee for educational services in the 136 County Contract. Counties can also fully-fund additional positions if Extension does not have the resources to co-fund all, or part, of the position.

The 136 County Contract is established with a fee structure for educational service for a given year. Regardless of employee salary, the possibility for mid-year promotions, or other factors, counties benefit by knowing the annual cost of the contract for service for the year for co-funded positions.

The fee for educational service also leverages other services and resources of the University of Wisconsin - Madison. The educator can tap into the expertise of specialists, technology, and other resources to address local issues. In general, the more the county contributes through the 136 County Contract for educational services for positions, the greater the opportunity and benefit of leveraging resources since the educators bring connections with campus specialists and other resources.

The AED is responsible for developing the county contract with appropriate staffing and accurate costs, and building that into the departmental budget for county adoption. The AED works through the appropriate channels and approval processes to ensure the departmental budget is reviewed and adopted by the full county board according to the county timeline.

Both Extension and the county recognize the cost of doing business may increase from year to year. Extension will review the fee structure each year and may include a fee adjustment to account for anticipated or unanticipated adjustments in the costs of doing business. Factors that contribute to these increases over time may include state-mandated pay-plans, health care and benefits related costs, promotions and other factors that impact costs.

Per the county contract, counties agree to provide travel and appropriate job expenses. County travel budgets dictate how much travel can occur for an educator to meet the educational needs of county constituents.

## Hiring and Managing Vacancies

When a position becomes vacant both Extension and the county will re-evaluate the need and the financial commitment to the position. Both partners need to review and approve their financial commitment and other decision points before approving the refilling of the position. If the county and Extension agree to continue to support the desired program and position, Extension will lead a hiring process with the AED as the hiring authority. Most positions, with the exception of FoodWise staff because they are fully federally grant-funded, the AED will seek input and engagement from the county throughout the hiring process.

State budget cuts over the years have reduced the number of Extension educator positions across the state. Extension does not have the resources to co-fund every position in every county across the state. As a necessary effort to provide service to more people, Extension is exploring developing more specialized positions within a program area and sharing the position across two or more counties. Most of the institutes have examples of this shared arrangement. The current strategy has been that counties pro-rate the cost of the position across the number of counties participating. Perhaps a future topic that the advisory committee can wrestle with in the future is to best determine what happens when a county cannot maintain their funding. That adds additional financial burden to the remaining counties, and could possibly lead to a shared-educator feeling insecure in their position and leaving.

The AED will work with Extension Human Resources and lead the interview process to ensure that EEO/AA and other policies are followed. Typically one or more members of the county Extension Education committee are involved with the final interview process. This does not exclude a county administrator or county HR director from participating in the hiring process.

Extension discourages counties from hiring county staff to serve as 'Extension like' educators in a county office. This has created significant challenges associated with supervision and direction as well as liability and insurance concerns. As referenced earlier, positions hired under the 136 County Contract, whether co-funded or fully county-funded, can leverage services and resources of Extension and the University of Wisconsin-Madison. These staff can tap into the expertise of specialists, technology, and other resources of the University to

address the local issues. County employees do not have the same level of access to those resources.

Although Extension cannot control what positions the county hires, the county will be responsible for ensuring that its employees (and volunteers) take affirmative steps to make it clear that they are employees or volunteers of the county.

## Professional Development

Professional development shall be supported by both Extension and the county. The AED works closely with the educational staff to identify professional development needs. Professional development requested or required at the state level will be financially supported by Extension. Professional development that benefits the county (conferences, training, etc) should be supported with professional development funds associated with the county Extension department budget.

Educator's travel to Extension mandated meetings will be covered by Extension.

## Nondiscrimination/Affirmative Action

The county and Extension will comply with all applicable state and federal laws and rules prohibiting unlawful discrimination. During the performance of work under this contract, Extension agrees not to discriminate against any employee or applicant for employment because of race, creed, ancestry, religion, color, sex, national origin, age, disability, arrest or conviction record, marital status, political affiliation, sexual orientation, or membership in the National Guard. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and, selection for training, including apprenticeship. Extension further agrees to take affirmative action to ensure equal employment opportunities.

# Appendices

## Our Purpose:

As a statewide engagement arm of UW–Madison, the Division of Extension embodies the Wisconsin Idea to extend university knowledge to every corner of the state. That mission started in 1912 with Extension’s first agent making farm visits and continues today along with community and business development, youth engagement, and well-being programming. Our statewide network of educators and specialists with UW–Madison and on UW campuses across Wisconsin is responding every day to emerging and longstanding hurdles residents are overcoming to compete and prosper. We’ve identified key opportunities to leverage local resources and leading research to affect change and improve lives.

## Link to Organization Chart

<https://extension.wisc.edu/files/2019/06/extension-orgchart.pdf>

## Link to Division of Extension Staff Directory

[Staff Directory](#)

Link to  Area Map w Director Names.pdf

## 136 County Contract template

[https://drive.google.com/file/d/1P2wSdA3knibltYWBIr2aH\\_cBS0SKxjNL/view?usp=sharing](https://drive.google.com/file/d/1P2wSdA3knibltYWBIr2aH_cBS0SKxjNL/view?usp=sharing)

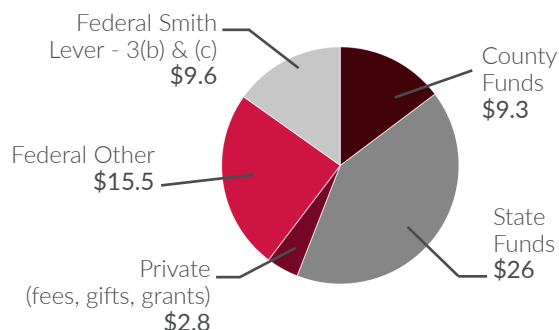
# Leveraging Funding for Impact

## Division of Extension

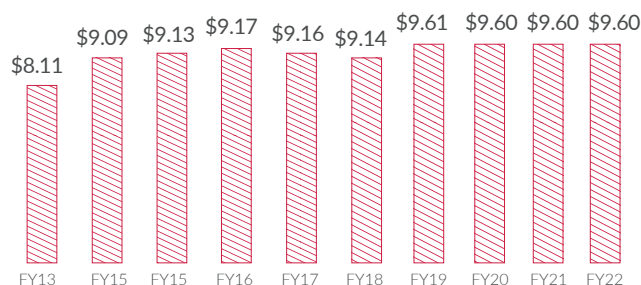


The University of Wisconsin–Madison Division of Extension provides Wisconsin citizens with access to university research and knowledge through educational programs throughout urban and rural communities.

**Extension Funds 2022**  
(in millions)



**Smith Lever Allocation of Regular Funds to Extension** (in millions)



The Smith-Lever Act of 1914 established the Cooperative Extension Service. It provides federal funds for Cooperative Extension activities through USDA. The act requires that states provide 100% match from non-federal resources. Wisconsin provides a greater match: a \$3.69 state, county, and tribal funding leverage per \$1 of Smith-Lever funding.

Wisconsin's Smith-Lever funds help Extension support youth, families, businesses, and communities throughout our state by:

- **Focusing on farm vitality and viability:** Our researchers, outreach specialists, and local educators are on the leading edge of creating practical solutions for livestock and crop production in addition to farm and labor management. We provide customized guidance, business planning assistance, and industry knowledge for what today's agricultural operators are facing.
- **Enhancing leadership and community development:** We provide education for elected officials to understand their roles and responsibilities in helping communities thrive. We offer businesses the direct technical assistance and connection to support structures they need to help them succeed.
- **Creating opportunities for youth to thrive:** Community-led 4-H programs deliver quality activities and leadership opportunities that foster engaged, energized, and informed young people across the state. 4-H is a movement – in Wisconsin, 98% of our 4-H members are inspired to make positive changes in their communities. They're finding topics that spark their interest, developing leadership skills, and building connections.
- **Healthy food access and well-being:** We're supporting positive change for families through physical and mental health programs in addition to structural improvements needed to make the healthy choice the easy choice. We provide public health resources and tools for community action.
- **Reinforcing family connections, financial knowledge, and strong relationships:** We support learning and emotional bonding through literacy skills of justice-involved families. We guide community and individual development across lifespans. We teach financial security through rent planning and budget management.
- **Environmental literacy and engagement:** We work at the crossroads of communities, natural resources, and agriculture to protect our environmental assets and guide resource management. We support individual and regional water well testing along with education to address safe drinking water. We educate farmers, businesses, and communities on safe practices to ensure access to plentiful, sustainably managed sources of food, water, and energy.

## UW-MADISON EXTENSION BY THE NUMBERS

Extension is funded through Smith-Lever dollars, which are matched with state and county/tribal funds.

Each FY 2022 dollar received under the Smith-Lever 3(b)-(c) appropriation was leveraged by:

**\$2.72** in state funding  
+ **\$0.97** in county/tribal funding

**\$3.69** state and county leverage

### CONTACT:

#### Karl Martin

Dean & Director | UW–Madison Extension  
(608) 263-2775 | karl.martin@wisc.edu

An EEO/AA employer, UW–Madison Division of Extension provides equal opportunities in employment and programming, including Title VI, Title IX, the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act requirements.



extension.wisc.edu